

Documents required for Individual Broker Registration with SECP

S.No.	Description of Documents	Yes / No
1	Broker Registration form duly filled and signed by the applicant member (format available on our website http://www.ncel.com.pk/trade/imember/doc/individual-broker-registration-form.doc)	
2	Attested Copy of NCEL membership certificate of the applicant member;	
3	Attested copy of CNIC / Passport of the applicant member;	
4	List of branches with complete address, telephone and fax numbers, and name of contact person;	
5	Recommendation letter of the Stock Exchange, if the applicant member is also a member thereof (format available on our website http://www.ncel.com.pk/circulars/recommendation-form-Revised-replacement.doc)	
6	Attested copy of certificate of academic qualification (Minimum qualification of graduation is required) of the applicant member;	
7	Experience Certificate (original or an attested copy) of the applicant member (minimum experience of 5 years is required either in securities business or commodities);	
8	Statement of Net Capital Balance of the applicant member as of date not earlier than June 30, 2009 along with report thereon by a Chartered Accountants Firm listed on the State Bank of Pakistan panel of auditors' – category A, B or C (List available on our website http://www.ncel.com.pk/circulars/Annex-A-CL05_Auditors-sep08.pdf and (format available on our website http://www.ncel.com.pk/trade/imember/doc/statement-of-net-capital-balance.doc)	
9	Undertaking in prescribed format at Applicant member's letterhead signed by the applicant member concerning maintenance of segregated minimum net capital balance of Rs. 2.5 million to be maintained at all times by the applicant exclusively for NCEL (format available on our website http://www.ncel.com.pk/trade/imember/doc/undertaking-for-segregated-net-capital-balance.doc)	
10	Statement of net worth of the applicant member as of date not earlier than June 30, 2009 along with report thereon by a Chartered Accountants Firm listed on the State Bank of Pakistan panel of auditors' – category A or B (list available on our website http://www.ncel.com.pk/circulars/Annex-A-CL05_Auditors-sep08.pdf , and (format available on our website http://www.ncel.com.pk/trade/imember/doc/statement-of-net-worth-revised1.doc)	
11	Affidavit in prescribed format to be filed by the applicant member in compliance with Rule 11 (1) (n) of Commodity Exchange and Futures Contracts Rules, 2005 on a non-judicial stamp paper of Rs. 50 issued in the name of the applicant member (format available on our website http://www.ncel.com.pk/trade/imember/doc/affidavit-individual.doc)	
12	Original paid challan of Rs. 100,000 against SECP application processing fee;	
13	List of companies in which applicant member is also director (Other directorships information)	