

## **Policy for Pre Funded Instrument**

SEBI vide Circular No. SEBI / MRD / SE / Cir-33 / 2003 / 27 / 08 dated August 27, 2003 & SEBI circular No. CIR/MIRSD/03/2011 dated June 09, 2011 receiving funds from the clients through pre-funded instruments, such as, Pay Order, Demand Draft, FCSPL have decided not to accept Demand Draft or Pay Order from the clients under normal circumstances for any amount. Under exceptional circumstances and any unavoidable reason cited by the client which is genuine and justifiable, FCSPL can accept the Demand Draft / Pay Order alongwith any one of the following document from the client.

1. Certificate from the issuing bank on its letterhead or on a plain paper with the seal of the issuing bank.
2. Certified copy of the requisition slip (portion which is retained by the bank) to issue the instrument.
3. Certified copy of the passbook / bank statement for the account debited to issue the instrument.
4. Authentication of the bank account-number debited and name of the account holder by the issuing bank on the reverse of the instrument.