

### Validation Checklist & Application of New VSAT Equipment

<b>Sr. No</b>	<b>Particulars</b>	<b>Submitted (Yes /No)</b>
<b>1</b>	Request letter in the prescribed format of the Exchange duly signed by the authorized signatory	
<b>2</b>	Demand Draft favoring MCX for <b>Rs.1,85,394/-</b> (Inclusive of Service Tax @12.36%) enclosed.	
<b>3</b>	VSAT Undertaking (TCM / ITCM / PCM / TM) on Rs.300/- Stamp Paper (Not applicable if submitted earlier)	
A	VSAT undertaking is submitted as per the category of the member like TCM / ITCM / PCM / TM	
B	VSAT Undertaking is on Rs.300/- Non-judicial Stamp Paper or Franking of Rs. 300/-	
C	VSAT Undertaking should not be typed.	
D	VSAT Undertaking is duly notarized	
E	VSAT Undertaking is in the prescribed format of the Exchange.	
F	Execution date mentioned in undertaking is after the date of the Stamp Paper or date of Franking.	
G	Each Page of the Undertaking is signed by the Proprietor / Managing Partner / Designated Directors under the rubber stamp of the entity / authorized signatories.	
H	Proprietor / Managing Partner / Designated Director have signed next to every hand written details in the VSAT undertaking.	
I	The Undertaking is witness by two persons along with the details such as name and address of witness.	
J	The Details of the Board Resolution to affix the common seal is mentioned on the last page of the Undertaking in case of Corporate member.	
K	The Common seal of the company is affixed on the last page of the undertaking in case of Corporate member.	

<b>Sr. No</b>	<b>Particulars</b>	<b>Submitted (Yes /No)</b>
4	Questionnaire for VSAT:	
A	Questionnaire for VSAT submitted is in the prescribed format of the Exchange.	
B	The Questionnaire for VSAT is filled completely as per the requirement mentioned in the format.	
C	The Questionnaire for VSAT is signed/ certified by the Proprietor / Managing Partner / Designated Director under the rubber stamp of the entity /authorized signatories.	
5	No Objection Certificate by the owner of the Premises where the VSAT is to be installed:	
A	No objection Certificate is in the prescribed format of the Exchange.	
B	The Details are filled completely as per the requirement mentioned in the format.	
C	The no objection Certificate is Signed/ certified by the landlord of the premises under the rubber stamp.	
6	LST and CST Declaration	
A	LST and CST Declaration is in the prescribed format of the Exchange.	
B	LST and CST Declaration Site address and letter head address should match.	
C	Remark mentioned in the footnote is deleted or removed.	
D	LST and CST Declaration is filled completely as per the requirement mentioned in the format.	
E	The LST and CST Declaration is signed by the Proprietor / Managing Partner / Designated Director under the rubber stamp of the entity/authorized signatories.	
7	Road Permit (if applicable)	

**ON MEMBER'S LETTER HEAD.**

Date:

To,  
Multi Commodity Exchange of India Ltd.,  
102 A, Landmark, Suren Road,  
Chakala, Andheri – East,  
Mumbai – 400 093

**Sub** : **Application for new VSAT Equipment**

**Ref:** : **Member ID -**

Dear Sir,

With reference to the above captioned subject, we request you to kindly arrange to provide us new VSAT equipment at the below mentioned site address.

The details of the site are as follows:

**Address of Site** :  
**City** :  
**Pin Code** :  
**Contact Person** :  
**Tel. No with STD Code** :  
**Mobile No.** :  
**Fax No.** :  
**Email ID** :

I / we submit the following documents for the abovestated request:

- 1) VSAT Undertaking (not applicable if submitted earlier)
- 2) Questionnaire for VSAT
- 3) No objection certificate
- 4) CST / LST declaration
- 5) Road Permit (if applicable)
- 6) Demand draft no. \_\_\_\_\_ of Rs. \_\_\_\_\_ favoring Multi Commodity Exchange of India Limited drawn on \_\_\_\_\_ ( name of the Bank)

For any further communication in this regard, please contact the undersigned or Mr./ Ms. / Mrs. \_\_\_\_\_ (name of the contact person) on \_\_\_\_\_ (contact numbers) or e-mail \_\_\_\_\_.

**For** (Name of Member)

Authorized Signatory

Rubber Stamp of the Firm

**Place:**