



Circular No.: MCX/395/2006

September 16, 2006

Dear Members,

Approved Users

In terms of the provisions of Rules, Bye-Laws and Business Rules of the Exchange and in continuation to Exchange Circular no. MCX/054/2006 dated February 10, 2006, Members of the Exchange are notified as under:

Exchange has modified formats for Approved User-ID, taking into consideration request received from members. Accordingly revised formats are as under.

Annexure -I : Application for new User ID (for Internet User ID, Attach **Annexure -II** also.)

Annexure III : Format of Undertaking for New - User ID.

Annexure -IV : Cancellation of User ID.

Annexure -V : Change of User ID.

Annexure -VI : Mapping of Member Administrator / Approved Users to the mode of connectivity:

Members are advised to refer the guidelines in Annexure- A before submission of the specified formats on their letter-head duly signed by Designated Director / Managing Partner / Proprietor / Karta.

The revised format shall be applicable w.e.f September 17, 2006 in case of any new request in the matter.

Any incomplete application in this regard shall not be entertained by the Exchange.

Members are requested to take note of it.

For and on behalf of
Multi Commodity Exchange of India Limited

Kalpesh Shukla
Vice President

Encl: As above

Kindly contact Mr. Vipul Vaishnav on 022 – 6649 4000 or send an email at customersupport@mcxindia.com for any clarification.

-----Corporate office -----
Multi Commodity Exchange of India Limited
102 A, Landmark, Suren Road, Chakala, Andheri (East), Mumbai – 400 093
Tel.: 022 – 6649 4000 Fax: 022 – 6649 4151
www.mcxindia.com email: customersupport@mcxindia.com

Guideline for Application of User ID Creation/Change or Cancellation

- Print the application form on the letter-head of member.
- Fill-up all blanks in the Application form (Don't keep any column blank)
- Provide as much as possible details of user.
- Affix rubber stamp on each page of application and the same should also be signed by User and Member.
- The application form should be signed by Authorised Signatories (i.e. designated director in case of company / proprietor/ managing partner in case of Partnership firm/ karta in case of HUF.
- For application of User ID on internet, kindly forward annexure specified in circular no.MCX/19/2006 dated 14th Jan 2006. (Format for the same is given in Annexure II) The Internet User ID will not be created without the aforesaid annexure.
- For Cancellation of User ID, kindly mention the date on which you are sending the application and arrange to send the application on the same day by fax or by courier. (Any application receives after the date mentioned in application will not be processed.).
- Submit the User ID undertaking on Non-Judicial Stamp Paper of Rs.100 within 3 days of the application.
- Kindly tick the appropriate column for mode of connectivity viz. VSAT/Leased Line/Internet.
- A member who does not own or has not paid for a VSAT/Leased Line shall be entitled to get only one Approved User registered without the payment of any charge. Such member shall not be entitled to get additional Approved User registered until the member obtains a VSAT/ Leased line.
- Note that any incomplete application/ request which is not properly filled will not be entertained by the exchange.
- Exchange reserves the right to allow/disallow any request by the member.
- In case of any query/doubt kindly contact our customer support department.

(On Members Letter -Head)

Application for approval as Approved User

Member ID No.: _____

To,
 Membership Department
 Multi Commodity Exchange of India Limited
 102-A, Landmark,
 Suren Road, Chakala,
 Andheri (East),
 Mumbai – 400 093
 Fax No.: 022 – 6649 4030

Dear Sir,

Sub: Allocation of new User ID

I/We _____ (Trade name of Member) hereby apply for the approval of Mr./Ms. _____ (Name of the User) to act as our Approved User for trading on my/our behalf through Internet/VSAT/Leased Line terminals.

1. Status & Address of the office where terminal is to be located.	<input type="checkbox"/> Regd. Office <input type="checkbox"/> Head Office <input type="checkbox"/> Dealing Office Address		
	Address:		
	City		Pin Code
	State		Phone No
	Fax No		Mobile No
	E-Mail ID:		
2. Name of the person for whom this application for allotment of user ID is made (expand all initials)			
3. Age of approved user			
4. Father's name of Approved user			
5. Address of the Approved user	Address :		
	City		Pin Code
	State		Phone No
	Fax No		Mobile No
	E-Mail ID:		

6. Qualification of Approved user	
7. PAN of Approved user or Copy of Application for PAN	
8. Nationality of Approved user	
9. Relationship of the proposed User with the Member i.e. an employee, agent on commission basis, client or others.(Pls. specify)	
10. Mode of connectivity for trading from the office where terminal is located.(from where the proposed User would operate)	<input type="radio"/> VSAT ID <input type="radio"/> Lease Line ID <input type="radio"/> Internet
11. VSAT/Leased Line IP Address	
12. User ID to be used on Internet (In case of Application for VSAT/Leased Line User ID)	YES / NO (Strikeout whichever is not applicable)
13. No. of Existing User IDs at the above VSAT/Leased line	

I/We hereby agree and bind myself/ourselves to be responsible for all acts, quotations made and transactions done or effected by the said Mr. / Ms. _____ as our Approved User on the Trading System of the Multi Commodity Exchange of India Limited (MCX).

In case of the said Mr./Ms. _____ ceasing to be associated with me /us, I/we shall communicate to you the same along with related details and seek change/cancellation in the user ID so allotted against this application, as prescribed. I/We certify that I/we have not applied for any other user ID in the name of the said Mr./Ms._____.

The User ID so allotted would be used by the said Mr./Ms. _____ only to access the MCX trading system.

I/We certify that approved user shall clear the Certification as prescribed by MCX.

I/We further certify that Mr. / Ms. _____ is not suspended/debarred by SEBI/BSE/NSE and other Stock Exchange/ Commodity Exchange.

Name & Signature of Approved User:

For (Name of Member)

Approved Signatory
(Designated Director / Managing Partner / Proprietor / Karta)

Date:
Place:

Note : User ID's shall be allotted after the Exchange is satisfied that the same can be allotted and at the discretion of the Exchange.

(On the letter head of the member)

To,
The Membership Department
Multi Commodity Exchange of India Limited
102-A, Landmark,
Suren Road, Chakala,
Andheri (East),
Mumbai – 400 099

Dear Sir,

Trading through Internet

This has reference to your circular no. MCX/019/2006 dated January 14, 2006.

I have ___ user IDs of which ___ user IDs are accessing the trader workstation through Internet.

A list of those user IDs, listed as under, may please be allowed to log-in through the internet:

S. No.	User ID	Name of the user	Location

Yours faithfully
For (name of the member)

(Authorised Signatory)
Name of the Authorised Signatory

UNDERTAKING FOR USER ID

(on a non-judicial stamp paper of Rs.300/-)

Whereas at our request made through M/s. _____,
(Member ID NO _____) who is a member of Multi Commodity Exchange of India Limited (hereinafter referred to as "MCX") has agreed to provide additional user ID/s to me/us and we hereby confirm that the terms and conditions of the undertaking for internet based trading been read and understood by me/us and I/we hereby undertake to comply with the same. We further undertake that we shall be responsible for all transaction done by me/us using this internet facility provided by MCX or for any risk arising out of internet use and shall not hold MCX responsible for any loss or risk arising from the use of internet trading.

Further, I/we _____ (Name of the member) confirm that Mr/Ms. _____ (Name of user) is not debarred/declared defaulter/suspended by SEBI/stock exchanges/other authorities.

I/we further confirm that I/we shall inform to MCX immediately whenever there is a change in our trading status/constitution due to above reasons.

Member Code _____

Approved User Code _____

Member Name _____

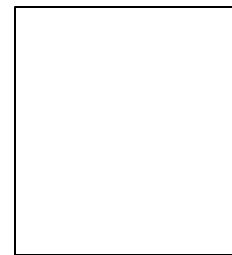
Approved User Name _____

Member Signature _____

Approved User Signature _____

Member Address _____

Approved user Address _____



(Approved User Photograph)

(On Members Letter -Head)

Application for Cancellation of Approved User

Member ID No.: _____

To,
Membership Department
Multi Commodity Exchange of India Limited
102-A, Landmark,
Suren Road, Chakala,
Andheri (East),
Mumbai – 400 093
Fax No.: 022 – 6649 4030

Dear Sir,

Sub: Application for cancellation of User ID

One of our users, _____ (Name of the user) having user ID no _____, provided by MCX, is no more associated with us for _____ (reason). We hereby agree and bind ourselves to be responsible for all acts, quotations and transactions done, trades made, or affected by him on the Trading System.

We request you to cancel the above said user ID with effect from ____/____/_____(Date).

We will be responsible to Exchange for clearing any dues for the user.

For (Name of Member)

Approved Signatory
(Designated Director / Managing Partner / Proprietor / Karta)

Date:
Place:

Note: User ID's shall be deleted after the Exchange is satisfied that the same can be deleted and at the discretion of the Exchange.

(On Members Letter-Head)
Application for Change of Approved User

Member ID No.: _____

To,
 Membership Department
 Multi Commodity Exchange of India Limited
 102-A, Landmark,
 Suren Road, Chakala,
 Andheri (East),
 Mumbai – 400 093
 Fax No.: 022 – 6649 4030

Dear Sir,

Sub: Application for Change of User

I / We request you to kindly change the name of the following User ID entirely at our risk and responsibility.

User ID No.	Existing User Name	Proposed User Name	Reason		
Status & Address of the office where terminal is to be located.		a. Regd. Office			
		b. Head Office			
		c. Dealing Office Address			
		Address :			
		City		Pin Code	
		State		Phone No	
Fax No		Mobile No			
		E-Mail ID:			
1. Name of the person for whom this application for Change of User ID is made (expand all initials)					
2. Age of approved user					
3. Father's name of approved user					

4. Address of approved user	Address:		
	City		Pin Code
	State		Phone No
	Fax No		Mobile No
	E-Mail ID:		
5. Qualification of approved user			
6. Relationship of the proposed User with the Member i.e. an employee, agent on commission basis, client or others (pls. specify)			
7. PAN of approved user			
8. Nationality of approved user			
9. Mode of connectivity for trading from the office where terminal is located. (from where the proposed User would operate)	<input type="radio"/> VSAT ID <input type="radio"/> Lease Line ID <input type="radio"/> Internet		
10. User ID to be used on Internet (In case of VSAT/Leased Line User ID)	YES / NO (Strikeout whichever is not Applicable)		
11. VSAT/Leased Line IP Address			

I / We hereby agree and bind myself/ourselves to be responsible for all acts, quotations made and transactions done or effected by the said Mr. / Ms. _____ as our Approved User on the Trading System of the Multi Commodity Exchange of India Limited (MCX). In case of the said Mr./ Ms. _____ ceasing to be associated with us, I / We shall communicate to you the same along with related details and seek change/cancellation in the User ID so allotted against this application, as prescribed. I / We certify that we have not applied for any other User ID in the name of the said Mr./Ms. _____. The User ID so allotted would be used by the said Mr. / Ms. _____ only to access the MCX trading system.

I/We certify that approved user shall clear the Certification as prescribed by MCX.

I/We further certify that Mr. / Ms. _____ is not suspended/debarred by SEBI/BSE/NSE and other Stock Exchange/ Commodity Exchange.

Name of Proposed User:

Signature of Proposed User:

For (Name of Member)

Approved Signatory
(Designated Director / Managing Partner / Proprietor / Karta)

Date:

Place:

Annexure-VI

(On Members Letter -Head)
**(Application for Mapping of Member Administrator / Approved Users
to the mode of connectivity)**

Member ID No.: _____

To,
Membership Department
Multi Commodity Exchange of India Limited
102-A, Landmark,
Suren Road, Chakala,
Andheri (East),
Mumbai – 400 093
Fax No.: 022 – 6649 4030

Dear Sir,

Sub: Mapping of Member Administrator / Approved Users to the mode of connectivity

I/We _____ (Trade name of Member) hereby apply for
the mapping of Member Administrator / Approved Users for trading through
Internet/VSAT/Leased Line connectivity.

We hereby confirm that we intend to access and trade on Multi Commodity Exchange of India
Limited as per mode of connectivity chosen below.

Sr. No.	Member ID	User ID	Approved User Name	Mode of Connectivity (VSAT/Leased Line/Internet)	IP Address

For (Name of the Member)

Approved Signatory
(Designated Director/Managing Partner/Proprietor/Karta)

Date:

Place: