**Offline Account Opening Process**

1) To open Trading and / or Demat account with us, kindly download account opening form from our website , which is available under menu Communication and Download OR to receive hard copy of account opening form kindly contact Mr. G. S. Thanvi (Compliance Officer) on 022-66240853 or you can also drop an email on [gthanvi@samuraisec.co.in](mailto:gthanvi@samuraisec.co.in)

2) Further, arrange photocopies of documents as per checklist shared by us alongwith account opening from, keep ready originals thereof for verification. This step will be applicable only if KYC status is incomplete.

3) In-person verification of each individual investor is mandatory, accordingly, either the investor can visit the office/branch or concerned official may visit the client at his/her residence /office to get the necessary documents filled out and signed.

4) Once we receive signed account opening form alongwith documents, if any, our Account opening department will process further.

5) Once your trading and demat account is opened, you will receive email intimating you about your trading Unique Client Code and Demat Account Number.