

### Instructions to customers:

1. Individual investors : Certified copies of NIC/Passport/DL and address verification documents are required with the application.
2. Companies : Certified copies of certificate of incorporation, business registration, form 48, articles of association and board resolution nominating at least two authorized signatories, along with their specimen signatures is required. For other institutions please check with Acuity Securities Ltd (ASL) for required documentation.
3. Investments done by way of cheques are subject to realization + 1 day.
4. The application must be signed by ALL parties to the investment in the presence of an officer of the Bank Branch or Acuity Securities. There may be delays in processing incomplete applications.
5. Completed applications & documents should reach Acuity Securities by the cut-off times stipulated from time to time.
6. Branch clients' confirmations will be sent directly to the relevant branch.

### Instructions to the branch:

1. Please insert the branch name on the top of the application.
2. The certified copies of documents mentioned above should be attached to the application.
3. In the case of branch customers, the branch accepts liability for the credit of funds to ASL.
4. New investment accounts must ONLY be opened using Acuity Securities application forms.
5. Retain a copy of the application form for branch reference/signature verification.
6. Completed application forms should be faxed to ASL. In order to avoid duplication/omission please follow-up with ASL.
7. Original application form should be couriered to :

**Manager - Operations**  
**Acuity Securities Ltd.**  
**4<sup>th</sup> Floor, Acuity House,**  
**53, Dharmapala Mw., Colombo 03, Sri Lanka.**

**Tel. : 2206297**

**Fax : 2206290**

### Terms and conditions of the customer agreement:

1. Treasury Bills/Bonds/Repos are subject to availability at the time of realization of funds. At the time of investment/re-investment, if the requested product is un-available, ASL may invest proceeds in an alternate product out of the above, provided the duration is approximately similar to what is requested by the customer.
2. The durations of Treasury Bills/Bonds/Repos offered by ASL may be approximate to what is requested.
3. The dates on which periodic interest (monthly/quarterly/semi-annually/annually) is paid may differ.
4. Pre-mature upliftments: Repos will carry a penal rate. Treasury Bills/Bonds will be at market rates.
5. The customer accepts liability for availability of funds in the given account number.
6. Maturities/interest is paid by way of account payee cheques (direct customers) or direct credits to customer accounts.
7. The processing of the application may be delayed due to reasons beyond the company's control.
8. Other terms and conditions will apply. Terms & conditions may change without prior notice.

The following terms and conditions will govern each securities account of the customer maintained by Acuity Securities Ltd (ASL) in the Central Depository System (CDS) of the Central Bank of Sri Lanka (CBSL).

- a. ASL is authorized to act on behalf of the customer for the purpose of the agreement.
- b. ASL is authorized to open and maintain securities accounts to hold scripless securities and interest therein of the customer in accordance with authority granted and instructions issued in terms of the agreement. Instructions will be governed by the system rules issued by the CBSL.
- c. The types of instructions referred to above are;
  - i. To transfer scripless securities issued by the Government of Sri Lanka to the customers securities account when ASL sells scripless securities to the customer
  - ii. To transfer scripless securities from the customers security account to ASL's own account when ASL purchases securities from the customer
  - iii. To transfer scripless securities to the customer's repo account if and when ASL enters into a Repurchase Agreement (Repo) with the client.
  - iv. To transfer securities from the customer's repo account to ASL account on maturity of the Repo.
  - v. To transfer scripless securities from the customer's own account to ASL's own account if and when ASL enters into a Reverse Repurchase Agreement (Rev. Repo) with the customer.
  - vi. To transfer securities from the ASL's account to customer's own account on maturity of the Rev. Repo.
  - vii. To transfer securities from/to customer's account to rectify an error.
  - viii. To transfer securities from customer's securities account to the pledge account when the customer has pledged the securities
  - ix. To transfer securities from the customers securities account to another participant of the Central Depository System or customer of ASL upon the customer's written instructions.
  - x. To undertake any other transaction that will be necessary to fulfill the customer's request.
- d. ASL will undertake to effect instructions given by the customer upon receipt of instructions given in the following manner:
  - i. In writing or
  - ii. By any other form of communication acceptable to ASL.
- e. The customer shall pay applicable fees and charges incurred and/or informed by ASL from time to time.
- f. ASL is authorized to receive interest, maturity proceeds and redemption proceeds if any on scripless Treasury Bills and Treasury Bonds to which the customer is entitled. ASL will dispose of such proceeds as per the instructions given by the customer. If the customer fails to provide any instructions, the proceeds will be invested in a Repo/T-Bill at current rates.
- g. Any discrepancy in statements issued by LankaSecure or ASL should be notified to us within 14 calendar days.
- h. Changes to the information given for opening the CDS account should be notified in writing to ASL.
- i. Transactions on the securities account are subject to the rules issued by the Central Bank of Sri Lanka and the applicable statutes.
- j. The customer indemnifies ASL from any loss or liability arising from carrying out instructions of the customer given in accordance with the terms and conditions.