

Nepal Derivative Exchange Limited

CHANGE IN AUTHORISED SIGNATORIES

PARTNERSHIP FIRM

CHECKLIST

Sr. No.	Annexure	Particulars	Compliance (Yes / No)
1.	B1	Request letter for change in authorized signatories	
2.	B2	Authorization letter for change in authorized signatories	

Please feel free to call /write to us for queries, if any:

Membership Department
Nepal Derivative Exchange Ltd.
NDEX Complex, Subidhanagar, Tinkune
Kathmandu-35, Nepal
Email: membership@ndex.com.np
Website: <http://www.ndex.com.np/>
Tel No: +977-01-4469999/4462438

Format informing change in Authorized Signatories-Partnership Firm

(On the letterhead of the member)

Date:

To,
Membership Department
Nepal Derivative Exchange Ltd.
NDEX Complex, Subidhanagar, Tinkune
Kathmandu-35, Nepal

Dear Sir,

Sub: Request letter for Change in Authorized Signatories

Ref: Our Member ID No. _____

Please find enclosed herewith copy of authorization letter regarding **change in authorized signatories** for transaction at NDEX.

We request you to please incorporate the same in your records

For any further communication in this regard, contact the undersigned Mr. /Ms. /Mrs.
_____ (name of the contact person) on _____ (contact numbers) or e-mail
us at _____ (email id)

Thanking you,

Yours faithfully,

Signature of designated partner

Company stamp

(On letter-head of member)

Date:-

To,
Membership Department
Nepal Derivative Exchange Ltd.
NDEX Complex, Subidhanagar, Tinkune
Kathmandu-35, Nepal

Dear Sir,

We have decided to change the authorized signatory of the partnership firm / to execute all documents / agreements on behalf of the firm/ partnership firm for operations of NDEX. Derivatives and Commodity Exchange Limited.

Further, Mr. /Ms. _____ AND /OR Mr. /Ms. _____ of the firm/ partnership are authorized to execute individually / jointly all documents / agreements on behalf of the firm/ partnership for operations of Nepal Derivative and Exchange Limited.

Further Mr./Ms. _____ and Mr./Ms. _____ be excluded from the authorized signatories.

Name of All Partners	Signature

Place:

Company stamp