

For increasing margin deposits by debiting settlement account
(On the letter head of the member)

Date: _____

The Clearing and Settlement Department
Indian Energy Exchange Ltd.
Unit no.3,4,5 & 6, Fourth Floor, Plot No.7,
TDI Center, District Center, Jasola,
New Delhi 110 025
Fax no.: 011 – 43004015

Dear Sir,

Sub.: Increase additional deposit / margin by debiting our settlement account

Bank details		
Member ID	Clearing bank	Settlement account no.

You are requested to **debit** my abovementioned settlement account with the amount as mentioned below in **(a)**. Accordingly, my margin deposits available with the Exchange may be increased as under:

	Description	Amount (Rs. in figures)	Amount (Rs. in words)
(a)	Debit my settlement account with:		
(b)	Previous debits on the same day:		
(c)	Total amount debited today (c=a+b):		

We have taken into consideration the ratio of cash and non-cash collaterals as specified in the Business Rules of the Exchange. We also understand that our margin limits shall increase accordingly and that the said amount shall be withheld with the Exchange, as additional deposit / margin, until further instructions given by us.

Thanking you.

Yours faithfully
For _____

Signature of authorised signatory

Name: _____

Designation: _____

For releasing margin deposits by crediting settlement account
(On the letter head of the member)

Date: _____

The Clearing and Settlement Department
Indian Energy Exchange Ltd.
Unit no.3,4,5 & 6, Fourth Floor, Plot No.7,
TDI Center, District Center, Jasola,
New Delhi 110 025
Fax no.: 011 – 43004015

Dear Sir,

Sub: Release part amount of additional deposit / Margin available with the Exchange

Bank details		
Member ID	Clearing bank	Settlement account no.

You are requested to release the amount, as mentioned below from my margin deposits available with the Exchange and **Credit** my above-mentioned settlement account.

Description	Amount (Rs. in figures)	Amount (Rs. in words)
Amount to be released from additional deposit / margin and credit my settlement account by:		

We have taken into consideration ratio of cash and non-cash collaterals as mentioned in the Business Rules of the Exchange and understand that our margin limits shall be reduced accordingly. Also, we are aware that, if by this reduction the initial margin required to be maintained with the Exchange in cash is breached, the Exchange will not entertain the said request.

Thanking you.

Yours faithfully

For _____

Signature of authorised signatory

Name: _____

Designation: _____

INSTRUCTIONS TO SUBMIT THE BANK GUARANTEE

1. Enclosed Bank Guarantee should be stamped on a Non-Judicial stamp paper of Rs. 300 or the value prevailing in the State where executed, whichever is higher.
2. The following is required to be typed on the Stamp Paper as the First Page and duly signed:

This Non-Judicial Stamp paper of Rs. 300 forms part and parcel of this Bank Guarantee number..... dated.....issued in favour of Indian Energy Exchange Ltd. by us for M/s.

FOR..... (BANK)

.....(BRANCH)

AUTHORISED SIGNATORIES

SEAL OF THE BANK:

3. All the blanks in the format are required to be duly filled by the issuing bank along with their stamp and signature against each blank if filled separately.
4. **Each page** of the bank guarantee should bear the **bank guarantee number** and should be signed **by two authorized signatories of the bank.**
5. The bank guarantee can be obtained only from the Approved Banks