



# Trading Account Closure Letter

TO,  
**KMS STOCK BROKING CO. PVT LTD**  
**CIN: U67120MH2001PTC134185**  
Regd. Office : GR-2, MAY BUILDING, 297/301, PRINCESS STREET,  
MARINE LINES (EAST), MUMBAI – 400002  
TEL: 22071111, 22081111, TELEFAX: 22061111  
E-MAIL: kmsboffice@gmail.com

Date: ...../...../20.....

Dear Sir,

**Sub: Request for closure of Trading Code.....(Client ID)**

I/We ..... Hereby would like to close my/our above mentioned account held with your organization. Kindly remit my balance amount, if any as full and final settlement after the recovery of dues if any towards me.

### Trading Account Details

PAN ..... Mobile No ..... Email ID .....  
Address: .....  
City..... State ..... PIN.....

Thanking You

Yours Sincerely

**(Client Sign/Authorise Signatory)**

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### **IMPORTANT NOTE:-**

- *Please note that incase of accounts opened in the name of Proprietorship I Partnership I HUF I Corporate I Trusts, stamp of the respective entity has to be affixed along with the signature.*
- *You are required to transfer or sell the stocks available in your DematIMargin account, before closing the account.*
- *You are required to clear off all the outstanding dues before submitting the request for closing the account.*
- *In case you have a credit balance in your trading account, the balance amount will be sent to you at your mailing address.*

**For Office Use Only**

Reason for Closing \_\_\_\_\_