



APT Securities and Funds Limited

Trading License holder of The Nigerian Exchange Group Plc (NGXGroup) RC. 165189

...making you Richer

**Account Opening Form
Individual Account**

TO: APT SECURITIES AND FUNDS LIMITED:

In consideration of **APT SECURITIES AND FUNDS LIMITED**(APT) opening a brokerage account on the client's behalf, the client /prospect represents and agrees with respect to the account as follows:

Representation as to Capacity

I/we of legal age and authorized to enter into this agreement.

Authorization

I/We hereby appoint APT as the agent for the purpose of carrying out my/our directives in accordance with the terms and conditions of this brokerage agreement for my/our account with respect to the purchase and or sale of securities. To carry out APT's duties, APT is authorized to open or close brokerage accounts, place and withdraw orders and take such other steps as are reasonable to carry out my/our directives. Unless I/we give discretion by written authorization, all transactions will be done only on my/our order or the order of my/our duly authorized representative.

Best Execution

I/We understand that APT will endeavour, at all times, to provide best execution in respect of all transactions which it undertakes on my/our behalf. APT will endeavour to deal at a price that is no less favourable than the price that is the best available in the market at the time for transactions of the kind and size. Mandates reaching the Company's Head office, 29 Marina, Lagos after 9.00am stand the risk of not being executed on that day to which APT will not be held liable for the consequences of any resultant delay.

I/ We understand that unfilled mandates would be carried forward until execution or unless I/We expressly in writing indicate otherwise. (Execution is at prevailing market price unless a particular price is specified).

APT has a conflict of interest policy to prevent making a financial gain or voiding a financial loss at the expense of a client or from favouring one client at the expense of another. This policy covers such potential risks as might arise in:

- The aggregation of orders from more than one client
- The matching of one of more client's orders with those of another client or clients (crossing)
- The executing of our staff trades

- The receipt of any inducements other than from the client, or
- The recognition and management of any actual conflicts that may arise and the irresolution

We will take every possible step to eliminate any conflicts of interest, and will ensure at all times that the interest of the client is given precedence.

No Obligation to Proffer Advice or Recommendation

The client understands that APT does not as a matter of course provide investment advice in connection with transactions on the brokerage account.

However, where APT offers any information with respect to the purchase or sale of securities the client shall be solely responsible for the decision for the purchase or sale of any such securities and shall have no recourse to APT regarding any claims for damages as a result of such purchase or sale.

The client also acknowledges and agrees that the research, financial market information and news made available by APT by email or on the APT web site, or any websites linking to or from such web site, whether or not prepaid by APT, does not constitute a recommendation or solicitation by APT that any particular investor should purchase or sell any particular security in any amount or at all.

Telephone Recordings/SMS Messages

I/We understand and agree that any telephone conversation with APT will or may be recorded for accuracy and consent to such recording. However, all instructions given by telephone must be confirmed in writing. Where instructions are sent by email then they must emanate from the email address listed as in my/our contact email address as contained in My/Our application form. Any mandates sent via SMS must be from the phone number contained in my/Our application form. Any change in this address/phone number/email must be communicated to APT immediately.

Indebtedness

In the event that I/We become indebted to APT in the course of operating this account, I/We agree to repay such indebtedness within 48 hours. Failing which upon demand, the Company (APT) is at liberty to liquidate any assets in the account of the client at APT's discretion in an amount sufficient to pay such indebtedness. Note that pending the liquidation of the debt, the company is at liberty to charge interest at the prevailing market rates on the outstanding balance until complete liquidation

Funding and Settlement

I/We understand and agree that all purchase transactions require pre-funding of My/Our brokerage accounts and APT is under no obligation to consummate a transaction where there are insufficient funds or securities in the account. However, if for some reason APT is unable to settle a transaction by reason of My/Our failure to make payment or deliver securities in good form and should APT in its own discretion decide to complete the transaction, I/We authorize APT to take steps necessary to complete the transaction in which event I/We agree to reimburse APT for all costs, losses or liabilities incurred. **All payments for the funding of My/Our account as well as withdrawals from My/Our accounts shall be by way of a crossed cheque or bank transfer in line with federal legislative provisions** and APT will not be obliged to pay interest on any unutilized credit balances in my/our account.

Note that it is the policy of APT SECURITIES AND FUNDS LIMITED not to engage in cash transactions and as such shall not be held responsible for any liability arising from such transactions. All payment instruments must be drawn in the name of APT SECURITIES AND FUNDS LIMITED and not in any other form.

Third party cheques are not acceptable and lodgment of dividend warrants into an account other than that of the holder will not be honoured.

Security and Confidentiality

All My/Our brokerage information and related details will be held in utmost confidentiality. However, where applicable securities laws mandate such disclosures, this will be undertaken strictly according to underlying laws. I/We am/are the exclusive owner(s) and solely responsible, for the confidentiality and protection of my/our email account, account information number and any password that allows me/us to access APT's electronic trading systems, on-line account. I/We further agree to be fully responsible for all activities including brokerage transactions that arise from the use of my/our account number or any password issued to me/us. I/we also agree to indemnify APT if any other person utilizing My/our confidential information provides instructions with or without my/our prior knowledge. I/we will immediately notify APT in writing or by email of any loss, theft or unauthorized use of the account number and/or password.

Extraordinary Events

APT shall not be liable for loss caused directly or indirectly by war, natural disasters, government restrictions, exchange or market rulings or other conditions beyond its control.

Reimbursements

The reasonable cost of collection of any debit balance in my/our accounts, including attorney's fees incurred by APT shall be reimbursed by me/us. In the event that I/We sell a security prior to its ex dividend/distribution date, and receive the related cash/stock dividend or distribution in error, I/We direct APT to pay such dividend/distribution to the entitled purchaser of the securities sold, from funds in My/Our account and where such funds are insufficient to satisfy these payments I/We undertake to make good any such payments, and I/We guarantee to promptly reimburse APT for, or deliver to APT, the said dividend or distribution. In the course where an indemnity is required by an operator for the purpose of facilitating My/Our transactions, APT is at liberty to provide such cover for My/Our ultimate benefit, and shall be empowered to charge My/Our account with a reasonable sum as the cost of such indemnity cover.

Event of Death

It is further agreed that in the event of my death, the representative of my estate shall immediately give APT written notice therefore, and APT may, before or after receiving such notice, take such proceedings, require such papers and inheritance or estate tax waivers, retain such portion of and/or restrict transactions in the account as APT may deem advisable to protect APT against any tax, liability, penalty or loss under any present or future laws or otherwise. Notwithstanding the above, in the event of my death all open orders shall be cancelled, but APT shall not be responsible for any action taken on such orders prior to the actual receipt of notice of death. If a joint Account Holder should die, ownership of all assets held in the joint Accounts shall pass to the surviving joint Account Holder(s), who must provide APT with a certified copy of the death certificate

Fees and Commissions

I/We agree to pay fees and commissions in accordance with statutory charges schedule which is subject to change from time to time. The charges include markups or markdowns on principal transactions, will be included with purchase price or deducted from the sales proceed of securities purchased or sold.

Opening a New Account: Know-Your-Customer

In compliance with international agreements on the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. I/We undertake to provide APT with all required information necessary to open the account in compliance with the provisions of the law and additional information if required by the regulators.

Governing And Applicable Law

This agreement and all transactions made in my account shall be governed by the laws of the Federal Republic of Nigeria and rules issued from time to time by regulatory agencies including Securities and Exchange Commission, Nigerian Exchange Group, Central Bank of Nigeria, Economic and Financial Crimes Commission etc.

Information Accuracy

I/We certify that the information contained in this agreement, the account application form, and any other document furnished to APT in connection with the account(s) is complete, true and correct, and I/We shall promptly advise APT of any changes to the information in such agreements and documents. APT may retain this agreement, the account application, and all other such documents in the irrespctive records at their discretion.

The client hereby agrees to notify APT immediately he becomes aware of any of the following:

- Unauthorised access to or use of passcodes
- Unauthorised access to brokerage account
- Unauthorised sale/purchase/deposit/withdrawals from/into account
- If you receive an alert for an order that you did not place, or
- If you receive any other inaccurate or conflicting information

If you fail to notify us immediately of any of the above, we will not accept liability for the costs of correcting any discrepancy.

By appending My/Our signature below, I/We acknowledge that I/We, have read, understood and agree to the terms set forth in the foregoing agreement.

Name:.....

Address:.....

Occupation:.....

Signature:.....

Date:.....

INTRODUCED BY

Name:.....

Position:.....

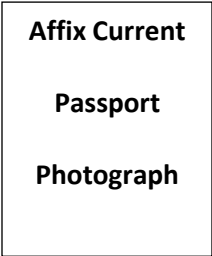
Recommendation/Comments:.....

Signature:.....

Date:.....

BROKERAGE ACCOUNT

INDIVIDUAL APPLICATION FORM



APPLICANT DETAILS

Title:.....Surname:.....
First Name:.....Middle Name:.....
Mother's Maiden Name:..... Gender.....
Place-of-Birth:.....Date-of-Birth:.....Marital-Status:.....
Residential Address (Not P.O. Box):.....
.....
Preferred Mailing Address:.....
Mobile Phone No.:.....CHN:.....
e-mail Address:.....
Occupation:.....
Drivers License/Passport No.:.....
Employer's Name:.....
Employers' Address:.....
LGA/State of Origin:.....
Citizenship (Non-Nigerian):.....
Next-of-Kin:.....
Relationship of Next of Kin:.....
Address of next of Kin:.....
Next of Kin Telephone No.:.....

FOR MINORS ONLY

First Name:.....**Middle Name:**.....
Last Name:.....**Date of Birth:**.....**Gender:**.....
Mobile Number:.....**Email address:**
Address:.....

FOR JOINT ACCOUNT HOLDERS

Name of Joint Account Partner:
State the relationship with Joint Account Partner:.....
Have you occupied any Political Position? YES NO

BANK ACCOUNT DETAILS

Name of Bank:.....
Bank Branch:.....
Bank Account Number:.....
TAX No./NIN (National I.D No.):.....
Bank Verification No. (BVN):.....
Date Bank Account Opened:.....
Account Holder's Sources of Funds:.....

DO YOU OPT FOR DIRECT SETTLEMENT INTO YOUR BANK ACCOUNT? YES NO

Declaration:

I/We declare that all the information given for the purpose of opening and operating a brokerage account with APT Securities and Funds Limited are true and accurate. I/We fully understand that it is a crime punishable by Fine or imprisonment or both to knowingly make a false statement or attach false documentation.

Name:.....

Signature:..... **Date:**.....

**NIGERIA DATA PROTECTION REGULATION
DATA SUBJECT CONSENT FORM**

I hereby grant APT Securities and Funds Limited and all its third-party processors authority to process my personal data, for the purpose of;

- Opening a brokerage account
- Execution of sales and purchase instructions
- Receiving trade alert
- Accessing the company on-line customer portal
- Receiving investment updates and newsletters
- Receiving email, promotions and marketing materials
- Rectification of my personal data
- Financial Services Education
- Asset and portfolio management
- Processing e-dividend
- Research and statistical purpose

I am aware this is necessary for APT Securities and Funds Limited legitimate interest to process personal information for the purpose of processing my request.

I consent to APT Securities and Funds Limited using my personal data for the purposes described in this notice and understand that I can withdraw my consent at any time using the Data Subject Consent Withdrawal Form.

Name of Individual providing Consent:

Address of Individual providing Consent:

Signature: _____ Date: _____

FOR OFFICIAL PURPOSE ONLY

Endorsed by

Data Protection Officer: _____

Name: _____

Signature: _____ **Date:** _____

Comment and Recommendation from **Account officer** on visitation to Client's Address: _____

Status on PEP: **ACTIVE** **NON-ACTIVE**

Risk Rating Matrix: **LOW** **MED** **HIGH**

Relationship Officer's Name		Signature
Compliance Officer's Name		Signature

Individual Account Opening Form

CHECK LIST OF REQUIREMENTS:

Recent passport photograph of signatory	<input type="checkbox"/>
Photocopy of international passport/ driver's license/national I.D card/Voters Card	<input type="checkbox"/>
Photocopy of proof of employment/ source of income	<input type="checkbox"/>
Completed Account Opening Form	<input type="checkbox"/>
Current Utility bill (PHCN/Waste disposal/ Tenancy agreement/Bank Statement)	<input type="checkbox"/>
Birth Certificate (For minors only)	<input type="checkbox"/>
Data Subject Consent Form	<input type="checkbox"/>

