

[In the letter head of the Company]

Date:

To,

_____ (Name of Clearing House)

_____ (Address)

Subject : Change in Transaction fee (Commission)

Dear Sir/Madam,

We would like to inform you that we have agreed to change the commission for client
_____ (Name of the client) having Client Code
_____ as per the request of client/any other reason.

The previous charged commission was _____ %

The changed commission shall be _____ % which shall be effective from _____.

We would like to request to incorporate the same in your records.

Thanking you,

Yours faithfully,

Name of Broker:
Authorized Signature:
Seal

Name of Client:
Signature:

Verified By: CH/CM Seal & authorized signature

For Official Purpose Only
