



## **Application Form for Membership in ApnaGodam.com**

Apnagodam.com is an e market Sub-Yard. This portal is set up to provide an online trading platform for spot trading in various agricultural commodities.

The applicant, who fulfill eligibility criteria contained herein shall become the member of the online Mandi. The membership shall entitle the Members to trade in single or multiple commodities across different segments. Membership shall entitle the Members to trade on their own account only.

The Applicants who are admitted as Members shall adhere to the conditions, stipulations and guidelines as contained in the General Terms and Conditions of the Apna Godam along with its amendments from time to time and directions issued by Apna Godam or any Regulatory authority as communicated / notified from time to time by the Apna Godam and / or any other Indian regulatory / statutory authorities.

### **1. Single Membership**

Whether any Member wants to purchase or Sale any commodity online there is single membership for both.

There is no membership fee or eligibility criteria for farmers who wants to sell their agriculture Produce.

For Buyers and Sellers (other than Farmer) this Form need to be compulsorily filled and submitted along with Membership Deposit of Rs. 10,000/- which is kept as a security and is refundable, without interest. Please note this is other than EMD, where ever applicable.



## 2. Criteria for membership in Apna Godam.com

### A. Eligibility

A.1 Applicants who are:-

- a) Individuals
- b) Sole proprietors
- c) Limited Liability Partnership (LLP), Partnership Firms
- d) Co-operative societies registered with the registrar of co-operative societies of the respective states / Union Territories
- e) Companies, corporations or institutions incorporated under Companies Act, 1956 along with the amended Act of 2013 or under any central or state legislation and are permitted under their Memorandum of Association or applicable constitution document for engaging in production / trading / consumption / broking in commodities/assets/services etc.
- f) Such other persons / entities as may be permitted by the relevant authority of the Apna Godam

### B. Membership Security Fee and Earnest Money Deposit

Applicants will be required to pay the following membership Deposit as given below. The Deposit is non-interest bearing Deposit and refundable at the time of exit. There is no fees for membership as such.

Sr. No.	Particulars	Farmer	Other Than Farmer
1	Membership Deposit	Nil	10000
2	Earnest Money Deposit	Nil	Case to Case basis



### **C. Admission Procedure**

In case of Farmer the membership is instant and without any approval. For other than Farmer, membership is subject to approval and procedure shall consist of appraisal of valid applications and other documents annexed and in case required, a personal interface with the membership committee constituted by the Apna Godam for this purpose. The final acceptance / rejection of any membership shall be at the absolute discretion of the Apna Godam and the decision of the Apna Godam shall be final and binding.

### **D. Submission of Application Form**

Eligible applicants are required to submit their applications for Membership of the Apna Godam in the format prescribed in **Form** hereto, complete in all respects, along with all relevant documents and Annexures as applicable to the applicant and accompanied by payment confirmation of refundable deposit.

Account Details :               HDFC Bank Limited.  
IFSC Code : HDFC 0003774  
Bank Account Number:-50200021191537  
Address :                         Plot NO 16, Sector-9, Vidhyadhar Nagar, Jaipur 302023  
0141-2232204  
Contact Person                 NishaSingh@apnagodam.com

**E.** Notwithstanding anything contained herein, the Apna Godam shall have absolute discretion and right to relax, vary, change, add to and delete any or all of the eligibility criteria for Application / Membership for any person or partners or directors or any member of governing body. Further, the admission of the applicant as a member would be at the sole discretion of the Apna Godam.

**F.** Notwithstanding anything mentioned above, Apna Godam reserves its sole and absolute right to reject, cancel, suspend and/or terminate the Membership granted to any Member at any point in time, with or without assigning any reasons whatsoever and any such decision of Apna Godam shall be final and binding on the Member.



## **APPLICATION FORM FOR MEMBERSHIP**

- i) Please read the accompanying notes carefully before filling up the form.
  - ii) Please attach all relevant documents along with this application.
  - iii) Please use additional sheets to furnish information, wherever necessary.
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1. NAME OF APPLICANT:

2. Constitution:

- INDIVIDUAL
- SOLE PROPRIETORSHIP
- PARTNERSHIP FIRM
- LLP
  
- CORPORATE - Pvt. Ltd.
- CORPORATE - Public Ltd – Listed
- CORPORATE - Public Ltd – Unlisted
  
- CO-OPERATIVE SOCIETY
- GOVT OR GOVERNMENTAL ORGANISATION
- OTHERS – PLEASE SPECIFY

3. Type of Dashboard (Tick Against You Opt For)

- Buyer
- Seller

4. Date of Birth/Incorporation/Registration \_\_\_\_\_

5. PAN No. \_\_\_\_\_

### **6. GST Details**

**A. GSTN –**

**B. REGISTERED ADDRESS** \_\_\_\_\_

**C. STATE CODES** \_\_\_\_\_

\*(For multiple branches and multiple states kindly provide details separately as Annexure duly stamped and signed by authorized person in order to avail input tax benefits from GST).



7. Registered Office Address –

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City and state \_\_\_\_\_ Pin \_\_\_\_\_  
Tel. \_\_\_\_\_ Fax \_\_\_\_\_  
Email ID \_\_\_\_\_ Contact Person's Name \_\_\_\_\_  
Mobile No. \_\_\_\_\_ Designation \_\_\_\_\_

8. Address for Communication

Please tick if the communication address is same as registered office address or else fill in new address below -

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City and state \_\_\_\_\_ Pin \_\_\_\_\_  
Tel. \_\_\_\_\_ Fax \_\_\_\_\_  
Email ID \_\_\_\_\_ Contact Person's Name \_\_\_\_\_  
Mobile No. \_\_\_\_\_ Designation \_\_\_\_\_

9. Details of the Individual /Proprietor/ Managing Partner/ Chief Executive /Chairman/ Secretary

Name : \_\_\_\_\_  
PAN No. \_\_\_\_\_  
Address: \_\_\_\_\_

City and state \_\_\_\_\_ Pin \_\_\_\_\_  
Tel. \_\_\_\_\_ Fax \_\_\_\_\_  
Email ID \_\_\_\_\_ MobileNo. \_\_\_\_\_

*(Please give details of the Individual/Proprietor/Managing Partner/ Chief Executive/ Chairman/ Secretary of the governing body and all Directors / partners/members of governing body in Annexure SC – 3, along with their detailed bio data)*



10. (A) Name of the stock / commodity exchange(s) on which the applicant is a member. (Please tick relevant)

NOT MEMBER OF ANY OTHER EXCHANGE

YES, DETAILS AS UNDER

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Membership No. : \_\_\_\_\_

(B) Name of the stock / commodity exchange/s on which any director/dominant promoter/partner is a member.

NOT MEMBER OF ANY OTHER EXCHANGE

YES, DETAILS AS UNDER

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

11. Are you an Income Tax assessee? YES  /NO

If Yes, Please attach a copy of the latest IT Return with proof of filing.

12. Whether the applicant and / or any of the partners /promoters /directors / employees were/are involved in any financial irregularities? YES  /NO

13. Has any disciplinary action been taken by any exchange against the applicant or any of the partners/promoters/directors/shareholders/ employees of the applicant? If so, please give details in a separate sheet? YES  /NO

14. Whether any court case/s is / are pending against the applicant and / or any of its partners / promoters / directors / employees

A) in their present status YES  /NO

B) as a promoter / principal / partner / director / employees of any organisation in the past - YES  /NO

15. Please give full details of the applicant/partner / promoters/ shareholders / directors / any of the core staff who:

(a) has/have ever been adjudged bankrupt or have a receiver order been made against them or have been proved to be insolvent at any time? YES  /NO



(b) has/have ever compromised with its creditors for less than full discharge of debts? YES  /NO

(c) has/have ever been involved in litigations, suits or proceedings or have been involved in any financial liability of contingent or unascertained nature?

YES  /NO

(d) has/have ever been at any time convicted of an offence involving fraud or dishonesty or financial irregularities? YES  /NO

(e) has/have ever been denied / rejected for membership of any stock / commodity exchange or commercial organisation? YES  /NO

(f) has/have ever been suspended / expelled / declared a defaulter on any stock / commodity exchange or he has been debarred from trading in securities/commodities by any Regulatory Authorities like RBI, SEBI, FMC, Registrar of co-operative societies, statutory authorities etc.? YES  /NO

(g) has/have committed any act, which renders the Company liable to be wound-up? YES  /NO

(h) has/have had a provisional Liquidator or Receiver or Official Liquidator appointed by a competent Court? YES  /NO

(If answers to question nos 14 - 17 are indicated as "YES", please give complete details separately)

**16. DETAILS OF THE BANK ACCOUNT OF APPLICANT (Enclose cancelled cheque copy)**

- A. BANK ACCOUNT NUMBER \_\_\_\_\_
- B. BANK NAME \_\_\_\_\_
- C. BRANCH CITY AND NAME \_\_\_\_\_
- D. IFSC CODE \_\_\_\_\_
- E. ACCOUNT TYPE \_\_\_\_\_

**DECLARATION -**

Any mis-statement or misrepresentation or suppression of facts in connection with this application for membership or breach of any undertaking or condition of admission of membership entails rejection of application or expulsion from membership.

I/We hereby state that the above-mentioned particulars and annexures hereto are true, correct and complete to the best of my/our knowledge and information. I / We also state that no relevant material fact has been misstated, misrepresented or suppressed. Further I/We state that I/We agree and accept to abide by the General



Terms and Conditions of Apna Godam as amended from time to time and also agree and accept to abide by the terms and conditions subject to which any commodity has been offered for trading on Apna Godam platform.

Signed and Sealed:

Name :

Designation:

Place and Date :

Affix Passport  
size photograph  
of the  
Signatory

**APPLICATION TO BE SIGNED BY:**

For individuals	By the Individual himself/herself
For partnership firms	By all the partners of the firm
For Co-operative Societies	By persons duly authorized by a resolution in accordance with Bye Laws of the society (submit certified true copy of the relevant resolutions, duly signed)
For Corporates / Institution	Managing Director/Whole Time Director/any other person/s as authorised by the Board (Submit certified true copy of the relevant Board resolution or Authority letter)





### Documents to be enclosed along with Application Form

Corporate/Co-operative Entity Applicant	Tick Mark attached documents	Partnership Firm, LLP Entity Applicant	Tick Mark attached documents
Certificate of Registration and Incorporation of company/society		Partnership Deed along with any changes, amendments	
Memorandum of Association & Article of Association		IT returns for last 2 years	
IT returns for last 2 years		Balance Sheet, P&L Account for last 2 years	
Annual Report for last 2 years (containing Statement of Accounts, Balance Sheet, name of Directors, Members, Shareholding pattern etc.)		PAN and GST registration copies and address proof	
In case current year Annual Report not available, submit the above documents separately.		Any other documents as mentioned in the Contract note/RFP	
Bye Laws of Co-operative Society		Apna Godam Risk Disclosure Document signed by the Parties	
PAN and GST registration copies and address proof		Notarised Undertaking on Rs.500/- Stamp Paper	
Any other documents as mentioned in the Contract note/RFP			
Apna Godam Risk Disclosure Document signed by the Parties			
Notarised Undertaking on Rs.500/- Stamp Paper			
<b>Individual and Sole Proprietor Entity Applicant</b>			
Firm Registration Certificate – For Sole Proprietors only			
IT returns for last 2 years			
PAN and GST registration copies and address proof			
Any other documents as mentioned in the Contract note/RFP			
Apna Godam Risk Disclosure Document signed by the Parties			
Notarised Undertaking on Rs.500/- Stamp Paper			



**ANNEXURES TO THE CERTIFICATE TO BE FURNISHED ALONG WITH THE APPLICATION**

**Annexure I** - Details of Directors/ Partners/ Proprietor

*(Please submit only in case there is change in Articles of Association submitted)*

**Annexure II** - Share holding pattern of company/Sharing Pattern of the Partnership Firm

*(Please submit only in case there is change in Partnership deed submitted)*

**ANNEXURE III:** Details of the Stock Exchanges in which Applicant Company is listed

*(Please submit only in case applicable)*

The Annexures are to be certified by the Statutory Auditors.



Annexure: I

Certificate dated \_\_\_\_\_

Submitted by \_\_\_\_\_ to (Apna Godam)

**DETAILS OF DIRECTORS/PARTNER/PROPRIETOR/SOCIETY MEMBER**

<u>S.N</u>	<u>Name</u> <u>Age</u> <u>Education</u> <u>#</u>	<u>Designation, since @</u>	<u>Experience</u> <u>No. of</u> <u>years</u> <u>#</u>	<u>Share holding</u> <u>No.</u> <u>Amt</u> <u>% age of</u> <u>total</u>	<u>Directorships</u> _____/ <u>controlling share</u> <u>holding in other cos /</u> <u>entities</u>
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- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Date:

Place:

Signature(s)

**NOTES :**

@ : Enclose the conduct Certificate / Status report from the stock exchange for the companies.

# : For each of these memberships, give details of disciplinary action, if any, taken by the Stock / Commodity Exchange or any other regulatory/statutory authority in respect of these memberships with dates in the following format:

- \* Expulsion
- \* Suspension
- \* Default
- \* Any other disciplinary action or enquiry against the member



**CERTIFICATE (for Corporates / Institutions only)**

This is to certify that the Shareholding in \_\_\_\_\_ as given above, based on my/our scrutiny of the books of accounts, records and documents is true and correct to the best of my/our knowledge and as per information provided to my/our satisfaction.

Date:  
Place:

For (Name of Accounting Firm)

Name of Partner  
Chartered Accountant  
Membership Number



**Annexure II (For Corporates / Institutions)**

Certificate dated \_\_\_\_\_

Submitted by \_\_\_\_\_ to (Apna Godam)

**SHARE HOLDING PATTERN of \_\_\_\_\_ as on \_\_\_\_\_**

<b><u>Sr. no.</u></b> <b><u>of total</u></b>	<b><u>Name #</u></b>	<b><u>Number of Shares held</u></b>	<b><u>Amt paid up</u></b>	<b><u>%age</u></b>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
Others @				

**NOTES :**

# In case of

- ◇ body corporate, give similar details thereof separately.
- ◇ partnership firm, give names of all partners and the sharing pattern.

@ Persons holding 2% or more of the paid up capital should be shown separately and not clubbed in Others.

Date :

Place :

Signature(s)



**Annexure: II (LLP or Partnership Firms)**

Certificate dated \_\_\_\_\_

**Submitted by \_\_\_\_\_ to (Apna Godam)**

**SHARING PATTERN of \_\_\_\_\_ as on \_\_\_\_\_**

<u>Sr. no.</u>	<u>Partner</u>	<u>Capital in the Firm</u>	<u>Share in Profits</u>	<u>Share in Losses</u>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Date:

Place:

Signature(s)

Note: If any company is a partner, please furnish the shareholding of that company.

**CERTIFICATE**

This is to certify that the Capital and Sharing Pattern of \_\_\_\_\_ as given above, based on my/ our scrutiny of the books of accounts, records and documents is true and correct to the best of my/our knowledge and as per information provided to my/our satisfaction.

Date:

Place:

For (Name of Accounting Firm)

Name of Partner  
Chartered Accountant  
Membership Number

**Annexure III**



Certificate dated \_\_\_\_\_  
Submitted by \_\_\_\_\_ to (Apna Godam)

To be submitted by listed public company

<u>Sr. No.</u>	Name of the Stock Exchange(s) on which company is listed	Listed since (date)
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- 1.
- 2.
- 3.
- 4.

Date:

Place:

Signature(s)