

Dear Client, please ensure to inform Neo Apex Share Broking Services LLP of any short sell (i.e. a transaction wherein you “sell” the securities that you are not holding at the time of placing the “Sell” order) by writing an email to info@neoapex.in with subject line “Reporting of Short Sell” before 4:30 pm of the same day. Please give the following details in the body of the email –

- * Trading ID
- * PAN
- * Name of the Account Holder
- * Name of Scrip which is short sold
- * ISIN of scrip short sold
- * Qty short sold