Accounts

What is Dematerialisation (Demat)?
Dematerialisation is the process of converting securities held in physical form (certificates) to an equivalent number of securities in electronic form and crediting the same to the investor's Demat Account. Dematerialised securities do not have any certificate numbers or distinctive numbers and are dealt with only in quantity i.e. the securities are fungible.

What is Rematerialisation (Remat)?
Rematerialisation is the process of converting securities from electronic form to physical form.

What are the requirements for opening a NRI Demat account with HDFC Bank?
All documents required as for Individual Demat Account. Additional documents required are:
1. Attested copy of the Passport and Visa.
2. Declaration in the prescribed format or PIS approval copy (Portfolio Investment Scheme by Authorised Bank).
3. Declaration stating client has complied and will continue to comply with FEMA Regulations.
Please note that if PIS approval is not given / applied for then the standing instructions will be "N". For any further clarifications on Non-Resident Demat accounts please get in touch with our NRI cell at nri@hdfcbank.com.

What is the procedure to open an Advance Fee Account?
You need to provide an Account Payee Cheque for Rs. 7,500 along with the Demat Account Opening form. The Cheque should be issued in favour of HDFC Bank Limited – Customer's name. The account will be opened subject to clear funds.

What are the benefits of Demat account?
1. A safe, online and seamless mode to store & keep track of your investments.
2. Store your investments in electronic form; no need to worry about loss and damage.
3. Hold a wide range of investments, including Equities, Mutual Funds, and Bonds and Non-Convertible Debentures (NCDs). Enjoy zero account opening charges.

What are the benefits of 2 In 1 Account (Demat + Trading)?
A complete investment solution that combines Demat and Trading. Get a combination of a Demat and Trading Account. Grow your wealth systematically with do-it-yourself SIP. Enjoy 24x7 access to your account.

What are the benefits of 3 In 1 Account (Demat + Savings + Trading)?
Enjoy a seamless experience across banking and investing. Seamlessly hold, trade and pay for securities. Enjoy zero account opening charges on your Demat Account. Place orders after trading hours, from home or office.

Who can open a Securities Trading account with HDFC Securities?
Any Indian resident/Non-resident individual (not US-based) or Indian corporate can register with HDFC Securities Ltd. to trade in securities. Currently, overseas corporate bodies (OCBs) cannot open an account with HDFC Securities. To become a registered user of HDFC Securities, you will have to first open a Savings/Current account and Demat account with HDFC Bank.

Who can trade in derivatives with an HDFC Securities Trading Account?
Trading in Derivatives will be available only to those customers who have submitted their financial documents or income proof and signed the necessary agreements.

How many bank and depository accounts can I link to a trading account?
You can link up to five HDFC Bank Saving Bank accounts and five HDFC Bank Demat accounts to your trading account.

How do I invest through RGESS?
Investments for RGESS are made through the HDFC Bank Demat Account. Eligible securities brought through the Demat Account will automatically be subject to a lock-in during the first year. The investor cannot trade, pledge or hypothecate any eligible securities during this period. Trading of these securities is allowed after completion of fixed lock-in period under certain terms & conditions.

In how many days will the shares be credited in a Demat Account from the date of Purchase?
Settlement of securities happens on a T+2-day cycle. Clearing Members (broker) get pay-out of securities as per the trading cycle, i.e. T+2 days, and Clearing Members in turn give pay-out to their respective clients. Hence, it depends when the broker transfers share into the Demat account of purchaser. (As per SEBI guideline, brokers need to transfer the securities from their pool account within 24 hours from the date of pay-out).

If I have holdings in dematerialised form, will the bonus/ rights issued against this be in the same form?
The bonus/rights issued against holdings in dematerialised form can be either in physical or dematerialised form depending on the choice of the investor. If no choice is given, then by default the securities will be issued in the form they are currently held. Thus, if you hold some shares in physical form and some others in Demat form, you will receive the bonus/rights shares in both the forms in proportion to the holdings in each form.

What is a KYC Application Form?
A KYC Application Form has been designed for Individual and Non-Individual Demat Account Holders separately. These forms are available at the HDFC Bank branches and are required to be filled at the time of Account Opening along with Demat Application form.

What are the requirements for opening a Demat account in the name of a minor?
The requirements are the same as those for opening an Individual Demat Account except that a joint holder and nominee cannot be appointed. In addition, photograph of the minor and the guardian, proof of identity and address of the guardian and the proof of age (copy of birth certificate) of the minor is required. PAN Card copy of both minor and Guardian needs to be provided.

Where can the client open the Demat Account?
The client can open the Demat Account with HDFC Bank under any Depository Participant of Central Depository Services (India) Ltd (CDSL) or National Securities Depositories Ltd (NSDL).

Who can apply for Rajiv Gandhi Equity Savings Scheme (RGESS)?
Any individual who:
1. Is an Indian resident
2. Has an Annual Gross Total Income less than or equal to Rs. 12 lakhs
3. Has not transacted in equity or derivatives market
4. Is compliant with all the conditions as per SEBI guidelines can apply for RGESS

How can customer request for duplicate Demat account statement?
Please send the request to infodp@hdfcbank.com for duplicate statement.

When will the transaction statement reflect my purchase/sale of shares?
Your Billing-cum-Transactions Statement will reflect actual Debits or Credits of holdings in your HDFC Bank Demat Account and has no bearing on the Contract Date of the Sale/Purchase.

What is the process for transfer of shares?
In order to transfer securities from your Demat Account to another Demat Account, you need to submit a Delivery Instruction Slip (DIS) signed by all the Demat Account holders. Please note that all the relevant columns in the delivery instruction slip needs to be appropriately completed and

blank columns to be strike off. Kindly note, that the execution date may preferably be a minimum of 24 clear working hours later than the date of submission of the instruction. In case of off-market transfer, the customer has to submit the reason (for transfer of shares) along with consideration amount (if any) to the DP servicing branch.
Also note, that transfer of shares cannot be done based on the e-mail intimation, for security, authentication purposes.

Can someone else operate my Demat account on my behalf on the basis of Power of Attorney?
Yes. If you authorise any person to operate your account by executing a power of attorney, that person can operate the account on your behalf. However, you need to submit a Notarised copy of the POA to your DP. Ensure that the POA has the signatures of both, the Donor and the Donee. The POA holder is also subject to KYC norms of the bank. However, if the POA is submitted at the time of account opening, it is mandatory that the holder signs the account opening document.

Can the existing corporate Demat account be continued in case of a name change?
No, a new Demat account needs to be opened in the changed name, shares are to be transferred from the old account to the new account and the old account needs to be closed.

Where can I see Holding summary for my demat account
Please Log in to HDFC Bank NetBanking and go to Invest-> Demat-> Click on view details of your demat account-> Holdings overview

I want to download holding statement
Please Log in to HDFC Bank NetBanking and go to Invest-> demat -> on demat landing page click on the download holding card for your respective demat account

Where can I write to for Online Trading Queries?
Please write to customercare@hdfcsec.com which is a specialized cell (of HDFC Securities Ltd) to address your queries related to online trading.

How to close Demat Account?
All Single holder Demat A/cs (NSDL/CDSL) with No holding & No outstanding can submit their closure request digitally by clicking here . https://apply.hdfcbank.com/Digital/DematClosure#Authentication
Single holder NSDL Demat A/c with holding & TCW can close their a/c by clicking here .(https://eservices.nsdl.com/iat-web/#/auth).
All joint holder Demat A/c can fill up the TCW form + Documents & submit it to the nearest HDFC Bank branch with the Demat desk.