

User Manual (Client-side)

Digital Account Opening

First Client goes to the broker website & click on the option of online account opening form then below mention window is open & click on register option to create an account.

Online Account Opening Portal

Email / User ID

Password

[Login](#)

No account? [Register now](#)

If, Email not Recieved and/or Forgot Password? [Forgot Password](#)

After click on registration next window is open in which you are requested to provide some details & documents which are shown in picture:

Online Account Opening Registration

* Name * Email * RESIDENTIAL STATUS

* UIN Type * CNIC/NICOP NUMBER (without hyphen '-') * CNIC/NICOP ISSUE DATE

* NIC FRONT (NIC FRONT) * NIC BACK (NIC BACK)

* MOBILE NUMBER * RELATION WITH MOBILE NO

RELATIVE'S CNIC (Leave blank if "SELF" or "COMPANY") RELATIVE NAME (Leave blank if "SELF") * RELATIVE AFFIDAVIT SAMPLE AFFIDAVIT

* IBAN NUMBER * PROOF OF IBAN (pic. of cheque etc)

Reference (From where you have heard about us?) * I am human (please type letters, only small letters and numbers)

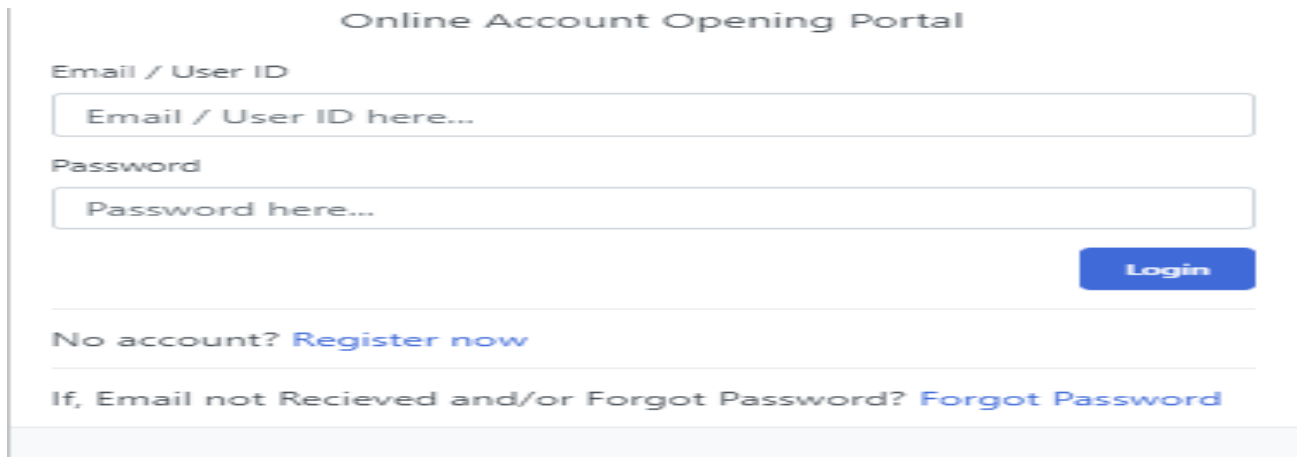
Accept GENERAL TERMS AND CONDITIONS.
 Accept HOUSE SPECIFIC TERMS AND CONDITIONS.

Already have an account? [Sign in](#) [Create Account](#)

In above mention picture please filled proper information in given fields.

- Name (As per CNIC/NICOP)
- Email Address
- Residential Status
- UIN Type (SNIC/CNIC/NICOP)
- CNIC/NICOP issue date
- Insert IBAN 24 digit & also upload a proof of IBAN number like copy of cheque or Bank Statement front page on which bank name, title name & IBAN number are visible clearly.
- Then insert a given code to proof you are human.
- Then Read carefully terms & conditions of CDC & Brokerage house & click on submit button.

After clicking on submit button you get an email in which you get login credentials then insert your login credentials in online account opening through broker website.



The screenshot shows a web form titled "Online Account Opening Portal". It contains two input fields: "Email / User ID" with a placeholder "Email / User ID here..." and "Password" with a placeholder "Password here...". A blue "Login" button is positioned to the right of the password field. Below the fields, there are two links: "No account? Register now" and "If, Email not Recieved and/or Forgot Password? Forgot Password".

After login you get an OTP code in twenty four to forty eight hours on register mobile number then login again through broker website & insert OTP code then KYC (Know your customer) form is open.

KYC form is divide in to five steps below steps &screen shot is mention after completing those steps your account will be opened.

MAIN

- Dashboard
- BASIC DATA
- CONTACT DETAILS
- ATTORNEY INFORMATION
- NOMINEE INFORMATION
- OTHER INFORMATION
- DOCUMENTS

Account Opening Form

BASIC DATA PENDING	CONTACT DETAILS PENDING	ATTORNEY INFORMATION PENDING
NOMINEE INFORMATION PENDING	OTHER INFORMATION PENDING	DOCUMENTS PENDING

First Step:
Basic Data

Basic Data

UIN TYPE	<input type="text"/>
UIN	<input type="text"/>
NAME	Mr <input type="text"/>
FATHER / HUSBAND NAME	FATHER <input type="text"/> Relationer's Name ...
NATIONALITY	PAKISTAN
MARITAL STATUS	SINGLE
CNIC LIFE TIME EXPIRY / CNIC EXPIRY DATE	NO LIFE TIME EXPIRY <input type="text"/>
DATE OF BIRTH	<input type="text"/>

Filled proper given fields then automatically next step window is popup

Second Step:
Contact Details

CONTACT DETAILS (SUBMITTED)

MAILING ADDRESS 1	HOUSE # 16, STREET # 1		
MAILING ADDRESS 2	PHASE # 4 HAYATABAD, SECT. P 1		
MAILING ADDRESS 3	PESHAWAR		
MAILING COUNTRY	PAKISTAN		
MAILING PROVINCE	SELECT "OTHER" IF NOT IN LIST KHYBER PAKHTUNKHWA	IF PROVINCE IS NOT IN THE LIST	
MAILING CITY	SELECT "OTHER" IF NOT IN LIST PESHAWAR	IF CITY IS NOT IN THE LIST	
PHONE NO	OFFICE	RESIDENCE	FAX
MAILING PROOF	BLOW-MAILING PROOF WILL BE PRINTED ON CVV FORM SAME AS IT IS		
PERMANENT ADDRESS 1	GUARDIAN HOUSE MANDIAN AREA		
PERMANENT ADDRESS 2	SAEED GUARDIAN, COORDNA		
PERMANENT ADDRESS 3	SIST OFFICE 4071		
PERMANENT COUNTRY	PAKISTAN		
PERMANENT PROVINCE	SELECT "OTHER" IF NOT IN LIST KHYBER PAKHTUNKHWA	IF PROVINCE IS NOT IN THE LIST	
PERMANENT CITY	SELECT "OTHER" IF NOT IN LIST MANDIAN	IF CITY IS NOT IN THE LIST	
PERMANENT PHONE NO	OFFICE	RESIDENCE	FAX
PERMANENT PROOF	BLOW-PERMANENT PROOF WILL BE PRINTED ON CVV FORM SAME AS IT IS		

In contact details provide mailing , permanent address & select provinces & cities of mailing address & permanent addresses & also keep in mind given you're requested in the end of online account opening to provide a proof of mailing address as per filled in fields.

Third Step:

Attorney Details

Insert attorney details as per mentioned below if client no need of attorney then filled his own details in given fields.

ATTORNEY DETAILS (SUBMITTED)

NAME	Mr	[REDACTED]
LIN TYPE	CNIC	[REDACTED]
CNIC LIFE TIME EXPIRY / CNIC EXPIRY DATE	IF LIFE TIME CHECK	00/00/0000
CONTACT	MOBILE NUMBER	EMAIL
	03169801066	saeedkhan.777@yahoo.com
MAILING ADDRESS 1	HOUSE # 16, STREET # 1	
MAILING ADDRESS 2	PHASE # 4 HAYATABAD, SECT. P 1	
MAILING ADDRESS 3	PESHAWAR	
MAILING COUNTRY	PAKISTAN	
MAILING PROVINCE	SELECT "OTHER" IF NOT IN LIST KHYBER PAKHTUNKHWA	IF PROVINCE IS NOT IN THE LIST
MAILING CITY	SELECT "OTHER" IF NOT IN LIST PESHAWAR	IF CITY IS NOT IN THE LIST
PHONE NO	RESIDENCE	FAX

Fourth Step:

Nominee details

Filled nominee details nominee must have an blood relation with main applicant.

NOMINEE DETAILS (SUBMITTED)

NOMINEE RELATION & NAME	SON	[REDACTED]
UIN TYPE	CNIC	[REDACTED]
NOMINEE MOBILE	[REDACTED]	
NOMINEE ADDRESS	[REDACTED]	
CNIC LIFE TIME EXPIRY / CNIC EXPIRY DATE	<input type="checkbox"/> LIFE TIME CHECK	08/04/2026

Fifth Step: Others details

OTHER DETAILS (SUBMITTED)

INCOME DETAILS	GROSS ANNUAL INCOME SLAB 1,000,001 - 2,500,000	SOURCE OF INCOME Salaried Person
OCCUPATION	SELECT "OTHER" IF NOT IN LIST SERVICE	IF OCCUPATION IS NOT IN THE LIST [REDACTED]
JOB DETAILS	JOB TITLE / DESIGNATION CEO	DEPARTMENT N/A
EMPLOYER DETAILS	EMPLOYER NAME / BUSINESS Prime Star Petrochemical Industries (Pvt) Ltd.	EMPLOYER ADDRESS Plot # 150 Industrial Estate hayatbad Peshwar
OTHER	ZAKAT STATUS MUSLIM ZAKAT NON-DEDUCTIBLE	BANK NAME Habib Bank Limited

After Completing's the above following documents are uploads.

- Nic Front
- Nic Back
- Proof Of Address
- Proof Of Employer Address
- Proof Of Employer Address
- Zakat Declaration (Optional)
- Specimen signature (on Blank Paper)

After completing all steps & uploads above mentioned documents your broker will analyze your documents and filled details if everything is proper then your account will be open if any discrepancy found you get an email & resolve mentioned issue then your account will be activated.

Thank You 😊

Regards,

Zeeshan Atta