

## **AXIS GLOBAL LIMITED**

Room 806, 8<sup>th</sup> Floor, Business & Finance Center, I,I  
Chundrigar Road Karachi.

### **Placement and execution of clients' orders**

There are two ways to place the trading orders in Stock Market through AGL.

#### **Σ Online Trading through Vtrade**

Client may place the trading orders through Assigned Vtrade Id by himself/herself. All procedures regarding online trading manual are available on the AGL Web site for further assistance.

#### **Σ Trading through KATS Operator**

### **Procedure of placing order through Designated KATS Operator**

1. Physically Present Client in AGL Office places the trading order by instructing KATS Operator. Client will clearly define the script name, rate, buy/Sell . KATS Operator obliges to follow the instruction of client order on timely manner.
2. If client is not physically present in AGL Office, then respective Client may place the trading order through contacting KATS Operator on designated PTCL Landline number and instruct the KATS Operator to place the order by mentioning Script Name, Rate and Buy/Sell. KATS Operator obliges to follow the instruction of client order on timely manner every time. It is the responsibility of the Client to confirm the status of the trading Order
3. After placing order, order confirmation will be given by KATS Operator or Status of the Order to respective client. Physically present Client will confirm the executed order on the spot.
4. At the day end, client will receive the daily transaction details from the AGL office and verify the executed trades. In case of any discrepancy in transaction sheet, client will urgently inform the respective KATS Operator and Settlement department to rectify the trades.
5. After clearing and settlement, daily confirmation will be available within 24 hours from the trading day on the online portal of the AGL. Login id and password will be provided after opening of trading Account in AGL.

### **Mode and timing of reporting of trade confirmation to the clients**

Daily trade confirmation will be available for the customer after the clearing and settlement of the securities on daily basis. Mode of daily confirmation is physically collect from the AGL Office or Check Via email from AGL.

