

**THE KARACHI STOCK EXCHANGE (GUARANTEE) LIMITED**

Stock Exchange Building, Stock Exchange Road, Karachi

Phones: 111-001-122, Fax: 32410825

(Copy of the same is also available on our website www.kse.com.pk)

**KSE/N- 6547****December 19, 2011****NOTICE FOR ALL MEMBERS****TRADING HALL HELPDESK FOR MEMBERS**

We are pleased to inform that a new Helpdesk, inside the trading hall, has been put in place to assist Members with all their enquiries regarding matters related with Trading & Member Affairs that include inter-alia the following;

1. Transfer of Membership
2. Conversion of Individual Membership Into corporate Member
3. Transfer of Individual Membership
4. Activation & Registration as a broker with the SECP (for corporate Member)
5. Renewal of Registration as a broker with SECP (for Corporate Member)
6. Activation & Registration as a broker with SECP (For Individual)
7. Renewal of Registration as a broker with SECP (For Individual)
8. Change of Nominee Director-Board of Director
9. Agent registration with the KSE and SECP
10. Renewal of Agent registration with the KSE and SECP
11. Office-Branch Registration with the KSE
12. Transfer of Rooms/Cubicles & Telephone Booth Criteria
13. To issue NOC for further transfer of lease room
14. To issue NOC for Mortgage of KSE new building Rooms
15. Criteria for change of name of the Company
16. To issue Trading Hall Entry Pass

In addition to the above, please note that this Helpdesk will continue to assist Members with IT and Systems related enquiries.

Members may visit the helpdesk situated inside the Trading Hall or call the following Helpdesk Telephone Nos. for assistance;

❖ 35274401 -04

❖ 35274514 -15

The above is submitted for information of all Members of the Exchange.

  
**HAROON ASKARI**  
Deputy Managing Director

**Copy to:**

S.E.C.P, Islamabad & Karachi  
Website and Notice Board - KSE