**Annexure – B(4)**

**Guidelines with respect to maintenance of Client Fund Ledger**

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| --- | --- |
| **Generic File Name** | Client Fund Ledger |
| **File format** | CSV format |

Members have to maintain Client Fund Ledger considering following validation point:

**Header Record:**

|  |  |
| --- | --- |
| **Field Name** | **Structure** |
| Member Name | * Alpha Numeric |
| Period | * First Date to Last Date * Format: DDMMYYYY to DDMMYYYY |

**Detail Record:**

| **S. No.** | **Fields** | **Length** | **Description** |
| --- | --- | --- | --- |
| 1. | Unique Client Code (UCC) | * Char (20) | * As per UCC Batch Upload File Format |
| 2. | Back Office Client Code | * Char (20) | * As per UCC Batch Upload File Format |
| 3. | Client Name | * Char (100) | * Alpha Numeric Client Name. |
| 4. | Client PAN | * Char (10) | * Alpha Numeric Client PAN. (First 5 digit Alpha + 4 digit Numeric + 1 digit Alpha) |
| 5. | Date | * Char (10) | * Format: DD-MM-YYYY |
| 6. | Settlement Date | * Char (10) | * Format: DD-MM-YYYY |
| 7. | Exchange | * Char (3) | * Value shall be any of the following:   NSE  BSE  MSE |
| 8. | Segment Type | * Char (3) | * Value shall be any of the following:   CM  FO  CDS |
| 9. | Settlement No. | * Char (20) | * Alpha-Numeric 20 digit settlement No + Special Character as given below :   / = FRONT SLASH  - = HYPEN |
| 10. | Bill/Chq No. | * Char (20) | * Alpha Numeric Bill/Chq No. |
| 11. | Transaction Type | * Char (20) | * Value shall be any of the following:   Receipt  Payment  Settlement-Payment  JV  Margin  Bill  Dr-Note  Cr-Note |
| 12. | Particulars / Narration | * Char (50) | * Alpha Numeric narration. |
| 13. | Voucher No. | * Char (20) | * Alpha Numeric voucher No. |
| 14. | Debit (Rs.) | * Number (20) | * Amount in Numeric form. * Decimals shall be allowed upto 2 digits. |
| 15. | Credit (Rs.) | * Number (20) | * Amount in Numeric form. * Decimals shall be allowed upto 2 digits. |
| 16. | Balance (Rs.) | * Number (20) | * Amount in Numeric form. * Decimals shall be allowed upto 2 digits. |

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