

Central Depository Systems (Pvt) Ltd.
Fully owned subsidiary of the Colombo Stock Exchange



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World Trade Centre, Echelon Square,
Colombo 00100, Sri Lanka.
www.cds.lk

20 December 2017

TO All CEOs of Member Firms
All Heads of Custodian Banks

Dear Sir/Madam,

CIRCULAR NO:06-12-2017

Submission of mandatorily required information by investors at the time of opening the CDS account

CDS being the sole depository for listed companies, maintain client level accounts. In order to serve the investors efficiently and to offer value added services, the CDS gather account holder information

The CDS initiated services such as SMS alert service, E-statements service, and eDividend service enabling to pay dividend to account holders on the date of payment. These value additions are made possible as a result of account holders updating the CDS client records upon request of the CDS.

Furthermore the CDS intend to strengthen the communication between the account holders and the CDS. Therefore we wish to request investors to furnish the following information required by CDS under section 15 of the account opening form in order to update the CDS client records. The required information under item 15 are stated below for your information.

15. Contact Details.

- > Residence (Phone Number-Land line)
- > Office. (Phone Number-land line)
- > Fax. (Where necessary)
- > (a) Mobile
- > (b) E-mail

Please note that when opening CDS accounts, applicants would mandatorily require to furnish the aforesaid information w.e.f 2 January 2018. Member firms must ensure that they forward the duly completed account opening forms to the CDS in terms of section 4 of the CDS rules.

Yours faithfully,



Nalin Fonseka
Head of Central Depository Systems

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