

[In the letter head of the Company]

Date: _____

To,

Name of Clearing Member
Address

Subject: Change in commission.

Dear Sir/Madam,

We would like to inform you that we have agreed to change the commission for client _____ with client code _____ as per the request of client/any other reason.

The previous charged commission was..... %.

The changed commission shall be % which shall be effective from

We would like to request to incorporate the same in your records.

Thanking you,

Yours faithfully,

Authorized Signature
Broker Name

Signature of Client

Seal

Place: _____