



Mercantile Exchange Nepal Limited

— Where the Nation Trades —

AN ISO 9001:2015 CERTIFIED EXCHANGE

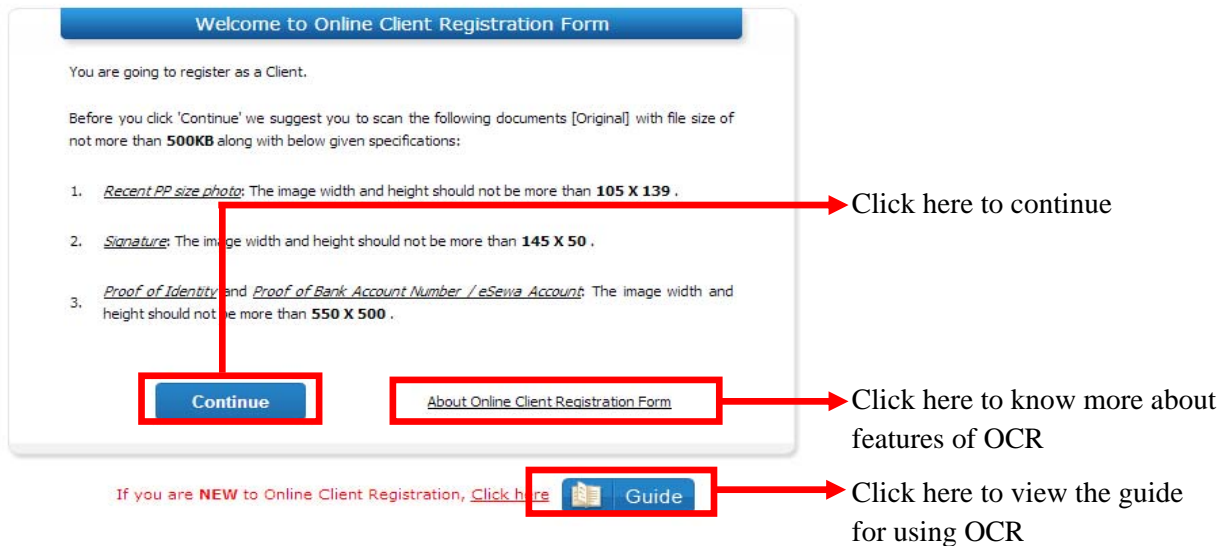
**A**  
**COMPLETE GUIDE**  
**FOR**  
**“ONLINE CLIENT REGISTRATION”**  
**[OCR]**

1. Log on to [www.hclearcorp.com](http://www.hclearcorp.com)

2. Click “Online Registration Form”



3. Welcome Page will appear





## Client Registration Form - Login Registration

### New Registration

Name:\*  → Enter your name

e-Mail:\*  → Enter valid e-mail id

Address :

Enter Code:\*   → Enter the code

→ Click here

### Login

Login Email :

Password :

[Forgot Password?](#)

4. The “Username” and “Password” will be sent to clients E-mail Id.

**HCC - CRF Login (Password Details)**

Hi XYZ, Please note your Login Email & Password

**Login Email:** xyz@mail.com

**Password :** xyz123

[Click here to Login](#)

(or)

copy and paste the following link in your browser

[http://cp2.mexnepal.com:9798/mexnbackoffice/admin/hcb\\_crf\\_login.asp](http://cp2.mexnepal.com:9798/mexnbackoffice/admin/hcb_crf_login.asp)

5. Enter the “**Login Email**” and “**Password**” as shown below

Client Registration Form - Login Registration

Submission Successful.  
Password sent to Your Email (xyz@mail.com)

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**Login**

Login Email :

Password :

Click here to continue

Click here to obtain the 'Login Email' & Password again

6. “**Select BROKER/CM**” page will be appear

Online Client Registration Form

Select BROKER/CM  Click here to view the list of required documents & criteria to register as a Client

BROKER/CM full name:  Select your Broker/CM

BROKER/CM Code:

Click here to continue



## 7. “Legal Disclaimer” page will be appear

Online Client Registration Form

### LEGAL DISCLAIMER

Broker/CM full name: MNOP Pvt. Ltd.      Broker/CM Code: 5001MNOP

To become a client you must complete the registration process by providing current, complete and accurate information as prompted by the applicable registration form. You will be provided with a password and a user name once you complete all the formalities and become a client. MEX/HCC disclaim the responsibility for maintaining the confidentiality of your personal details, password and account.

Furthermore MEX/HCC disclaim all responsibility for any loss, injury, liability or damage of any kind resulting from and arising out of, or any way related to:

1. Your trading account;
2. Any errors in or omissions from the Web Site and its content, including but not limited to technical inaccuracies and typographical errors;
3. Any third party Web Sites or content therein directly or indirectly accessed through links in the Site, including but not limited to any errors in or omissions there from;
4. The unavailability of this Site or any portion thereof;

You agree to notify your Broker/CM immediately of any unauthorized use of your account or any other breach of security. Mercantile Exchange Nepal or MEX/HCC disclaim the responsibility for any loss that you may incur as a result of someone else using your password or account, either with or without your knowledge. However, you could be held liable for losses incurred by your Broker/CM or another party due to someone else using your account or password. You may not use anyone else's account at any time.

**Limitation of liability**

1. Under no circumstances shall MEX/HCC be liable to any User for:
  - Loss, injury, claim, liability or damages of any kind resulting from the use of
  - Or
  - The inability to use the materials in the Web Site and the contents,
2. The Contents do not constitute professional advice or provision of any kind of services

MEX/HCC does not make any recommendation and assumes no responsibility towards any investments / trading in commodities or commodity futures done based on the information given in the website and any such investment / trade are subject to investment / commercial risks for which MEX/HCC shall not be responsible. If financial, investment or any other professional advice is required, please seek advice of competent professionals.

Accept       Do not Accept

Select 'Accept'

Continue

Click here


## 8. Client Registration Form (CRF) will appear

\* - mark is mandatory to be filled

Registration Form

Personal Information

	First Name	Middle Name	Last Name
Full Name :*	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date Of Birth :*	<input type="text" value="mm/dd/yyyy"/>	<input type="button" value=""/>	
Nationality :*	<input type="text" value="-Select-"/>		
Citizenship/Passport No :*	<input type="text"/>		
Permanent Account No.:	<input type="text"/>		
Address :*	<input type="text"/>		
City :	<input type="text"/>		
E-Mail :*	<input type="text"/>		



A recent photograph in light background of the applicant

Trading Account Details

Name of Broker :*	<input type="text" value="MNOP Pvt. Ltd."/>
Name of Sub-Broker :*	<input type="text" value="Self"/>
Sub-Broker Code :	<input type="text" value="Self"/>
Applicable Commission :*	<input type="text" value="100"/> %

Details of Bank Account  
 Details of eSewa Account

[The Applicant needs to choose either Bank Account or eSewa Account whichever s/he will be using for transfer of funds for trading purpose.]

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 Details of eSewa Account

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Name of Bank :*	<input type="text" value="--Select--"/>
Name in Bank record :*	<input type="text"/>
Branch :*	<input type="text"/>
Account No :*	<input type="text"/>

→ Fill the mandatory details as per Proof of Identity

→ Click here to upload your scanned PP size photo [size not more than **500 KB** & width-height not more than **105 X 139**].

→ Enter Sub broker Name & Code here, if you are appointing a sub broker

→ Edit the commission, if required

→ Select either Details of Bank Account or Details of eSewa as per your requirement

→ If you select **Details of Bank Account**, fill the mandatory details as per Proof of Bank account number



Details of Bank Account  
 Details of eSewa Account

*[The Applicant needs to choose either Bank Account or eSewa Account whichever s/he will be using for transfer of funds for trading purpose.]*

eSewa ID [Mobile Number/Email id] :\*

Name in eSewa Record :\*

If you select **Details of eSewa Account**, fill the mandatory details as per Proof of eSewa account number

**\* Whether the applicant wants to trade in**

Normal Products       Product/s with delivery logic       Both

*(By clicking 2nd or 3rd option, you are agreeing to the Terms & Conditions for Product/s with delivery logic)*

Select 'Normal Products' if you want to trade in Futures & Spot products only.  
Select 'Products with Delivery logic' if you want to trade in deliverable product.  
Select 'Both' if you want to trade in both products.

**Declaration**

I hereby declare that the information furnished in this application is true and correct and the documents annexed with this are true copies of its original. I undertake to inform the Broker/CM/CH, in writing, immediately of any changes in the information furnished by me in this application. The Broker/CM/Clearing House/Exchange will not be liable for any loss or damages or any other consequences arising on account of non intimation of changes in the above information.

I have read and understood the contents of the Risk Disclosure Document and terms and conditions of the agreement with broker/CM/CH and agree to abide by the same and also undertake to abide by the Bye-Laws and Rules of the Exchange.

**Applicant's Signature:**

Place: \*

Date: \*  (mm/dd/yyyy)

Click here to upload your scanned signature [size not more than **500 KB** & width-height not more than **145 X 50**].

**Documents To Be Submitted Along With The Client Registration Form**

*(All the uploads should be scan copy of the originals)*  
*(Note: Each file size should not be more than 500 KB and Image width height should not be more than 550x500.)*

1. Proof of Identity & Proof of Address

2. Proof of Bank Account Number / eSewa Account\*

3. Self Certified Copy of PAN Card, if any

4. Terms & Conditions, for product/s with delivery logic

Scan the documents as per the instruction given here

Upload the respective files by using this icon

Click here to proceed



## 9. The “Agreement” page will be appear

### Online Client Registration Form

**BROKER-CLIENT AGREEMENT**

This Client Registration Agreement ('Agreement') is signed and executed at ktm (Place), on \_\_\_\_\_ (Date) of Calendar Bikram Sambath corresponding to 9/23/2015 (Date) of Gregorian calendar,

**BETWEEN**

\_\_\_\_\_ MNOP Pvt. Ltd. \_\_\_\_\_ [Name of Broker]

&

abc xyz [Name of Client]

Both 'Broker' and 'Client' individually referred to as a 'party' and collectively as 'parties' and the expression 'Broker' and 'Client', unless repugnant to the context or meaning thereof, shall deemed to mean and include its successors, legal representatives, and permitted assigns.

**WHEREAS**

- A. Broker is licensed Broker of Mercantile Exchange Nepal Limited ("Exchange")
- B. Client is desirous of registering as a client in the Exchange through the Broker for trading in commodities and other instruments and has submitted its application and other documentation required for regist
- C. Broker is satisfied with the personal and financial information furnished by the client and agreed to grant registration subject to the terms and conditions of this agreement.

I Agree  I donot Agree

Click 'I Agree'

Click here to submit

## 10. Below ‘Success’ page will appear

### Online Client Registration Form

**Success**

The information has been sent to the concerned Broker.

[Click here to home.](#)

**Print**

**Save as PDF (English)**

Click here to save the CRF

Click here to print the CRF