1. Client will access e-Services website (https://eservices.nsdl.com) for registration of IDeAS facility and click on ‘Register online for IDeAS’ link available on the home page of e-Services website (refer exhibit 1).

Exhibit 1: e-Services website home page

2. After clicking on the aforesaid link, Client will be required to enter the following details and click on ‘Submit’ option for registration of IDeAS facility (refer Exhibit 2):

   a) DP ID,
   b) Client ID,
   c) Mobile Number (registered in his/her demat account in NSDL DPM System) and
   d) Verification Code (Captcha).

Exhibit 2: Registration of IDeAS facility – Submission
Upon clicking on submit button, demat account details as submitted by the Client on e-services website will be validated by NSDL with the details available in the demat account in DPM system and if the same are found correct, then User will be directed to authorization page of IDeAS facility. In case mobile number is not captured in the demat account in the DPM System for Sole Holder / First Holder or Second Holder or Third Holder (in case of joint account), the Client will not be able to proceed to Register online for IDeAS facility. In such case, Client would be required to approach its Participant (where Client is maintaining its demat account) to update his/her mobile number in the demat account to register demat account through Register online for IDeAS facility.

3. Upon successful validation, Client will have an option to complete the IDeAS registration by entering either last 4 digits of bank account number (as captured in demat account) or entering One Time Password (OTP) message received on the registered mobile number of the demat account holder.

**Option 1 – Verification through bank account number:**

Client will be required to select ‘Option 1’ by enabling the radio button of Bank Account No. and enter last 4 digits of the bank account captured in demat account of the Client (refer Exhibit 3). The last 4 digits of bank account number entered by the Client will be verified with the bank account number available in demat account in the DPM system.

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![Exhibit 3: Registration of IDeAS facility - Authorization](image_url)
Option 2 – Verification through OTP:

Client will be required to select ‘Option 2’ by enabling the radio button of One Time Password and click on ‘Generate OTP’ button (refer Exhibit 4). After clicking on the Generate OTP button, OTP will be generated and sent on the mobile number of Sole Holder / First Holder registered in demat account in the DPM system. In case the mobile number of the first holder is not available, then OTP will be sent to mobile number of the second or third holder, as the case may be, registered in demat account in the DPM system. Client will be required to enter OTP within 30 minutes from the time when SMS was sent from NSDL.

Exhibit 4: Registration of IDeAS facility - Authorization

Upon successful completion of authorization process through any of the above mentioned options, Client will be directed to final registration page (refer Exhibit 5) for registration of IDeAS facility.

4. Client will be required to enter the following details and click on submit button to proceed for completion of IDeAS registration:

   a) User ID of his / her choice,
   
   b) User Name,
   
   c) Date of Birth,
   
   d) Email ID and
   
   e) Password & Confirm Password.
f) Client can enter their password either using the physical keyboard or virtual keyboard (after enabling the check box - 'Use Virtual Keyboard')

Exhibit 5: Registration of IDeAS facility – Final Submission

5. After clicking on submit button, confirmation page will be displayed to the Client for confirmation of IDeAS registration. Client will be required to confirm the Terms & Conditions by ticking on the check box provided on the screen and click on confirm button (refer Exhibit 6).

Exhibit 6: Registration of IDeAS facility – Confirmation
6. After final confirmation of IDeAS registration, an acknowledgement page (refer Exhibit 7) will be displayed to the Client. Client will be able to login to IDeAS facility with the login credentials viz., User ID and Password as provided during the registration process.

Exhibit 7: Registration of IDeAS facility – Acknowledgement