

(On the letter head of the member)

Date: _____

To,
The Trading Department
Multi Commodity Exchange of India Ltd.
Exchange Square, 3rd Floor,
Suren Road, Chakala,
Andheri (East),
Mumbai – 400 093
Fax No.: 022 – 67269556/557

Dear Sir,

Sub.: Application for Cancellation of Order

Since I/ We am/are not able to participate in trading due to _____
(reason), I / We request the Exchange to cancel my pending orders on my behalf as
detailed below:

User ID:
Client ID:
Order Number (s):
Name of the contract:
Buy/Sell:
Quantity:

Thanking you.

Yours faithfully

For _____

(Authorized signatory)

(Name and designation)

Member Id:

Phone No: