



## AIB-AXYS Africa; FAQs

### What is A CDS Account?

A CDSC (Central Depository and Settlement Corporation) account holds securities traded at the Nairobi Securities exchange (excluding Bonds which are issued by the Central Bank of Kenya).

Shares are one of the securities traded at the NSE. To trade shares you need to open a CDS account with a Stockbroker licensed by the Capital Markets Authority.

### How Do I Open A CDS / Share -Trading Account?

You can do this either:

1. Remotely through our Mobile App 'AIB DigiTrader' found on Google Playstore, Windows or Apple store. You may also access our online platform through our website www.aib-axysafrica.com. Simply open an account by clicking 'open new trading account'. After you submit your details you will receive a CDSC number which you can use to register on the platforms. This process does not require any document uploads

2. By visiting our offices and filling an Account-opening form and submitting the required documents i.e.

- Copy of I.D.
- Copy of KRA Pin
- Two passport photos
- Bank details
- Bank statement/copy of ATM Card

### What Are The Costs Associated With Buying And Selling Of Shares?

If you open a CDSC account through AIB DigiTrader, the fee structure is: KES 200 annual fee and 1.64% trading fee.

Find the breakdown of the trading fee :

Brokerage Commission	1.3000%
CDSC Transaction Levy	0.0800%
CMA Transaction Levy	0.1200%
CDSC Guarantee Fund	0.0100%
NSE Transaction Levy	0.1200%
CMA Guarantee Fund	0.0100%
<b>TOTAL</b>	<b>1.64%</b>
Stamp Duty Charges	Kes.2 Per Kes 10,000

For those who opened/ open accounts using the normal route (paperwork) we utilize a different fee structure:

KES 1000 annual maintenance fee. Total trading fee (trading commission and levies) of 2.1% for amounts below KES 100,000 and 1.8% for amounts above KES 100,000 (excluding stamp duty).

### How do I deposit money into my Trading Account?

You may use MPESA to fund your account, using the MPESA Paybill number: 548800; and your CDSC number as the account number (omit the zeros at the beginning of your CDSC number). You may also fund your account through Bank deposit. Once you deposit via Bank kindly email the deposit slip or bank message to us on: info@aib-axysafrica.com so we may credit the account. MPESA can also be paid directly through the trading platform.

See our bank details below:

<b>Equity Bank</b> ACCOUNT NAME ACCOUNT NUMBER BANK BRANCH SWIFT ADDRESS	AIB-AXYS AFRICA LTD 0180-290-140-655 EQUITY COMMUNITY CORPORATE EQBLKENA
<b>CFC Stanbic Bank</b> ACCOUNT NAME ACCOUNT NUMBER BANK BRANCH SWIFT ADDRESS	AIB-AXYS AFRICA LTD 0100-000-7333-63 CFC STANBIC KENYATTA SBICKENX SBICKENX



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### What Is The Minimum Amount Of Money I Can Invest?

The minimum amount one can invest is determined by the price of the shares one chooses to buy. If for example you choose to buy 100 shares of a stock whose cost is KES 6.00 the minimum amount required would be KES 600 (excluding fee charges) and is different compared to someone who opts to buy 100 shares of a stock whose cost is KES 265.00

### What Is The Minimum Amount Of Shares I Can Buy?

You can buy as little as one share. An amount of shares below 100 shares is called an ODD LOT; while a number above 100 shares is called a NORMAL LOT

### How Do I Know Which Shares To Invest In?

Our Research department gives weekly recommendations each week for both Value and Speculative investors; this can be found on our website [www.aib-axysafrica.com](http://www.aib-axysafrica.com) and click Research; Stock Recommendations.

We also have a WhatsApp and Telegram group you can join:

<https://www.aib-axysafrica.com/research>

For newbies we have a Friday training on how to utilize the platform; which you can find here:

<https://www.aib-axysafrica.com/trading>

You may also call our Customer Care Executives who will assist you with the same. **Direct Office Line: 071 1047000** or contact us on:

[feedback@aib-axysafrica.com](mailto:feedback@aib-axysafrica.com)

We also have a YouTube channel with short, simplified videos on various investment types including Share-trading.

YouTube Channel: AIB – AXYS Africa

<https://www.youtube.com/c/AIBAXYSAFRICA>

Follow us on all our social media handles for daily insights: Twitter, Instagram and LinkedIn.

### After Buying Shares How Do I Know The Best Time To Sell?

The main objective of buying shares is to make money. So if after buying a stock the price goes up, one can decide to sell the entire stock or part of the stock and book in the profit. This can be done in consultation with the stockbroker.

### Can I Buy Shares And Sell Them The Same Day?

**Yes.** This is called Intraday trading and can be selected from the Delivery/Intraday option when making a purchase. Orders that fail to execute within the trading period for intraday trading automatically revert to the T+3 trading schedule.

### Can I Sell My Shares At Any Price I Want?

**No.** The price in the market is to a large extent determined by demand and supply forces. The maximum or minimum a stock price can fluctuate is also capped at 10% of the previous day's average price.

### How soon can I withdraw my money after selling my shares?

The settlement cycle on the NSE is **T+3 working days, where T is the transaction date. Hence, a withdrawal after a sale of shares will take approximately 4 days.**

### How Do I Qualify For Dividends After Buying Shares?



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Once a dividend is declared, a register closure (book closure date) date is normally given. If one has not sold their shares by the time the register closes, then one is eligible for dividends declared.

### **How Do I Access My Dividends?**

This is dependent on how you elected to receive dividends when you opened your account. You may do this through:

1. Transfer in your Bank Account
2. Through a cheque delivered via Post to the inputted P.O. Box

Some registrars now pay dividends via MPESA. You can email us on: [feedback@aib-axysafrica.com](mailto:feedback@aib-axysafrica.com) to request your dividends to be paid by MPESA.

### **How Long Before My Account Is Declared Dormant?**

An account is declared dormant after a year without activity i.e. trading.

### **How Do I Transfer Shares From Another Broker**

Obtain a transfer form from said broker or bank and deliver to AIB-AXYS Africa for execution.

### **What Is Immobilization?**

Process of converting shares certificate to electronic shares.

### **How Do I Immobilize My Shares?**

Fill in a CDS2 form and ensure you have signed it there after attach and Submit:-

- Original share certificate
- Copy if ID
- Bank statement
- Dividend notice

### **What Is A Transmission?**

This is the transfer of shares from a deceased person to their beneficiaries/ beneficiary.

### **What Are The Requirements For The Transmission Process?**

- Death certificate
- Shares certificate
- Copy of IDs
- Letter of administration

The letter of administration can be obtained as indicated below:-

#### **Amount in Ksh**

100000 or less	Deputy county commissioner
100000-500000	Public trustee office
Above 500000	High court or magistrate court

This process can take up to 6 months or more

### **What Happens To A Joint Account If One Party Is Deceased?**

It is possible to split the shares amongst the beneficiaries of the deceased however it is advised that one representative to be put forward, he/she would have to get consent from other members before sale or purchase of said shares.

### **Can I Take A Loan Using My Shares?**

Yes. It is referred to as lien, to do so one is required to provide a letter bank, to freeze their shares and ksh.1000 to process documents by CDSC. The loan to be taken would be an equivalent of your worth of shares.



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### **How do I invest using my BONGA points?**

1. Dial **\*126#**
2. Lipa na Bonga points
3. Paybill (**548800**)
4. CDSC number as account number  
(**Omit the zeros**)
5. Enter the amount
6. Bonga points pin
7. Your Bonga points are now converted into cash in your trading account

**5 BONGA points = 1 KES.**

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