

User guide

# New Admission Workflow

For Disclosed Clients and  
Authorized Manager

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## **New Admission Workflow**

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## 1 General information for Admission Request Overview

With C7 CAS Release 2.279, changes to the admission process for all client types are introduced. The goal of these changes is to simplify the process by aligning the workflows of admissions/client disclosure and segregation change requests. With the new release, both admission and segregation change requests will follow the same tab-based workflow and offer the same functionalities. However, please note that the “New DC” tab will be exclusively available for admissions.

After login to C7 CAS, a new menu bar is introduced. It includes “Home” for a general overview of admission and initial setups, “My Current Setup” to review the existing settings, “Admissions & Initial Setups” for starting new admissions, reviewing archive of old admissions and disclose sub entities, “Change Requests” to manage modifications and request new settings.

The overview of admissions and initial setups provides immediate access to key information such as the client (name and LEI), market, and the clearing model related to each admission request. It also presents the status of the admission and the respective Member ID of the client.

ID	Member ID	Market	Clearing Model	Company Name	LEI	Status
8817	XXXXX			EUREX CLEARING AKTIENGESELLSCHAFT	529900LN3550JPU47506	Submitted
8816	XXXXX			EUREX CLEARING AKTIENGESELLSCHAFT	529900LN3550JPU47506	New

### Note:

- When the Member ID displayed in the overview is “XXXXXX”, it indicates that a final Member ID has not yet been assigned by Eurex Clearing. Once the final Member ID has been assigned, it automatically replaces the dummy Member ID.

## 1.1 Statuses

There are different statuses in which an admission request can be:

### 1.1.1 New

In status “New”, an admission request has been started and saved, but it has not yet been submitted to Eurex Clearing. The request can be edited and deleted.

### 1.1.2 Submitted

In status “Submitted”, an admission request has been finalised by the client and submitted. It has not yet been checked by Eurex Clearing. It is possible to view the request but cannot be edited or deleted. If a request in status “Submitted” needs to be canceled, please contact the corresponding Onboarding Manager.

### 1.1.3 Accepted

In status “Accepted”, a submitted admission request has been reviewed. As no errors were identified, that request was accepted. In this status, the request is finalised, and it has been sent for processing to our internal systems.

#### **1.1.4 Rejected**

In status “Rejected”, an admission request that had been submitted and reviewed by Eurex Clearing, but one or more errors have been identified. Therefore, the request was rejected by Eurex Clearing. This exact request cannot be edited, but it can be cloned, which means that a new admission requests with all previously entered data is opened. That new request can be edited and (re-)submitted for review and acceptance.

#### **1.1.5 Cancelled**

In status “Cancelled”, an admission has been cancelled before it has been submitted. This request cannot be cloned or reopened, amended and then submitted for review and acceptance anymore.

## **1.2 Actions on Admission Request Overview**

### **1.2.1 New Admission**

To start a new admission, two options are available: by selecting “[Add Disclosed Client](#)” at the top of the admission overview or navigating through the menu bar and select “[Admissions & Initial Setups](#)” > “[Add Disclosed Client](#)”.

### **1.2.2 Search / Filter**

It is possible to filter for an admission request ID and Member ID on the right-hand side to the top of the overview. It is also possible to perform a search, e.g., for a specific company name.

### **1.2.3 View**

Regardless of the status the admission request is in, it can be opened to view the entered data.

### **1.2.4 Delete**

As long as an admission request has not been submitted, it can be deleted.

### **1.2.5 Clone**

If an admission request had been submitted, but was rejected, it can be cloned. Essentially this means, that a new admission request is created and all previously entered data are prefilled in that new request. This feature enables the correction of data before it is resubmitted.

## 2 Admission of a new Basic Disclosed Client (DC) for OTC IRS or ETD

This chapter describes the admission of a new DC. If the to be admitted client is acting as an authorized manager, please see [chapter 3](#).

**Note:** For all places in the request, yellow backgrounded fields/feedback messages indicate that you can proceed without entering the requested data (although this is not recommended). Red backgrounded fields/error messages indicate that you cannot go on without entering the requested data.

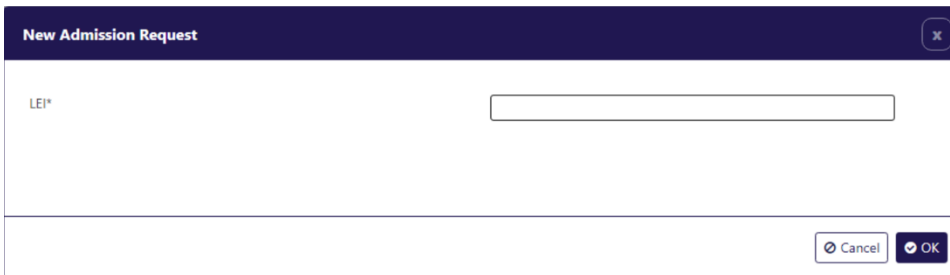
### 2.1 Start New Admission

Log in to C7 CAS. On the home screen, select “Add Disclosed Client”. It is also possible to start a new admission via menu “Admissions & Initial Setups” > “Add Disclosed Client”.



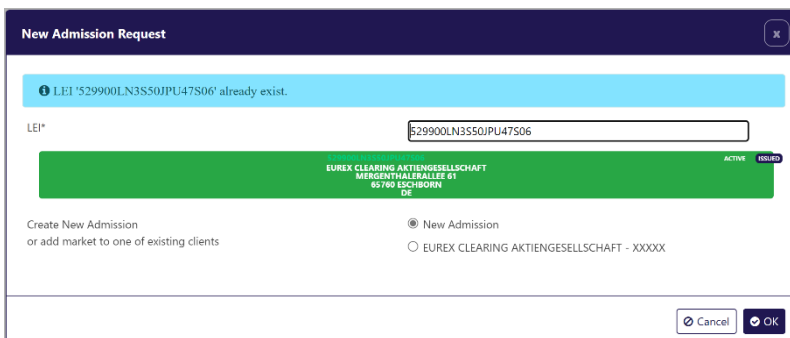
### 2.2 Enter general information for new admission request

Please enter in the popup window the LEI of the Disclosed Client that you want to admit. Here, as well as in the upcoming windows, please fill all mandatory information (marked by \*).

A screenshot of a 'New Admission Request' popup window. The window has a dark blue header with the title 'New Admission Request' and a close button (X). Below the header is a large white input field labeled 'LEI\*'. At the bottom right of the window are two buttons: 'Cancel' and 'OK'.

Once the LEI is entered, company details are automatically fetched using data from [gleif.org](http://gleif.org).

**Note:** For each fund a new Disclosed Client needs to be added in a new admission request.

A screenshot of the 'New Admission Request' popup window after the LEI has been entered. The window shows a light blue error message at the top: 'LEI '529900LN3S50JPU47S06' already exist.' Below this, the 'LEI\*' field contains the value '529900LN3S50JPU47S06'. A green banner displays the company name 'EUREX CLEARING AKTIENGESELLSCHAFT' and address 'MERTENHALERALLEE 61 65760 ESCHBORN DE'. Below the banner, there are two radio button options: 'New Admission' (selected) and 'EUREX CLEARING AKTIENGESELLSCHAFT - XXXXX'. At the bottom right are 'Cancel' and 'OK' buttons.

Confirm your choices by selecting “OK”. After the legal data has been saved, new tabs for the admission are generated: “LED”, “Sub Entities” and “New DC”. Select clearing model, market, and if an authorized manager is involved.

Note: In the “New Admission Request” screen you can choose whether to create a new admission or to add this admission to an existing client. In this example we demonstrate a new admission.

LED Sub Entities New DC

## 2.3 LED tab

The “LED” tab reflects the data that was entered in the previous popup. The address information of the DC is prefilled with data from gleif.org.

LED Sub Entities New DC

**Legal Data**

LEI 529900LN3S50JPU47S06

Company Name\* EUREX CLEARING AKTIENGESELLSCHAFT

Legal Form\* Aktiengesellschaft

Entity Type\* General

**Legal Address**

Street\* MERGENTHALERALLEE 61

House Number

City\* ESCHBORN

Postal Code 65760

Country\* Germany

Country Subdivision Hessen

**Manual Update**  Enable Editing

Data was fetched from gleif.org. Only if the data is wrong, please enable editing and comment the reason of the changes.

**Admission Address**  Legal and Admission Address are the same

Notes:

- If the prefilled address data is wrong and needs to be refined, or if the legal address and admission address is not the same, it is possible to change this by ticking the checkbox in manual update “Enable Editing”. If this checkbox is ticked, it is necessary to give a reason for the manual update.
- In field “Email”, if possible, please enter a company email address, which is not personalized.

Contact

Email\*

Telephone\*

- The data that is entered in this popup cannot be changed afterwards. If you need to make changes to the client, clearing model, market, or authorized manager selection, you need to cancel the current admission and start a new one.

## 2.4 Sub Entities tab

On the “Sub Entities” tab a sub entity can be disclosed.

The screenshot shows the 'Sub Entities' tab in the application. At the top, there are navigation tabs: 'LED', 'Sub Entities', and 'New DC'. Below the tabs, a confirmation dialog asks 'Do you want to disclose Sub Entities?' with 'Yes' and 'No' buttons. Below the dialog is a table with columns: 'Business Partner ID', 'Entity Name', 'Sub Entity Name', 'Sub Entity Country', 'Sub Entity Sub Division', 'Sub Entity Type', and 'Status'. The table is currently empty, showing 'Records 0 to 0 of 0'. There are pagination controls and a 'Save' button at the bottom left.

### 2.4.1 Create new Sub Entity

If you want to disclose a new sub entity, please select “Yes” and then “Disclose Sub Entity”.

The screenshot shows the 'Sub Entities' tab in the application. At the top, there are navigation tabs: 'LED', 'Sub Entities', and 'New DC'. Below the tabs, a confirmation dialog asks 'Do you want to disclose Sub Entities?' with 'Yes' and 'No' buttons. Below the dialog is a table with columns: 'Business Partner ID', 'Entity Name', 'Sub Entity Name', 'Sub Entity Country', 'Sub Entity Sub Division', 'Sub Entity Type', and 'Status'. The table is currently empty, showing 'Records 0 to 0 of 0'. There are pagination controls and a 'Disclose Sub Entity' button at the bottom left.



After that please enter all information for the disclosure of the sub entity and select “OK” to go to the “New DC” tab.

**Disclose Sub Entity** ✕

Sub Entity Name\*

Sub Entity Country\*

Sub Entity Subdivision

Sub Entity Type\*

**Notes:**

- If you don't want to disclose a new sub entity, please select “No” and select “OK”.

## 2.5 New DC tab

On the new DC tab it is required to add the information if the Disclosed Client owns position accounts and if an Authorized Manager is involved.

LED Sub Entities **New DC**

Hide feedback messages  Show warning messages

**✘ Field 'Authorized Manager involved' is required.**

Disclosed Client owns Position Accounts\*  Yes  No

Authorized Manager involved\*  Yes  No

Please find more information about an involved Authorized Manger in the following chapter.

**New Admission Workflow**

Market*	<input type="text" value="OTC IRS"/>
Clearing Agreement Type*	<input type="text" value="Standard Agreement"/>
Classic FM Setup*	<input type="button" value="Yes"/> <input checked="" type="button" value="No"/>
Member ID needed*	<input checked="" type="button" value="Yes"/> <input type="button" value="No"/>
Post Trade Management*	<input type="button" value="Yes"/> <input checked="" type="button" value="No"/>
Clearing Model*	<input type="text" value="Choose One"/>

If a classical Fund Manager setup is set to “Yes”, then no Member ID will be requested. Once the selection has been made, the information about the clearing model is requested.

In case a “Member ID” is needed, please select “Yes” and select “Yes” or “No” for “Post Trade Management”.

If post trade management is selected, the client type is changed from Basic DC to DC with system access.

**Notes:**

- Access type (DC with System Access) is derived from the information that are given in the bottom part of the “New DC” tab (Post Trade Management).
- Access type (Basic DC) applies to all DCs without post trade management.
- Once all information is entered, switch to the “Position Accounts” tab.

## New Admission Workflow

### 2.6 Basic Authorized Manager is involved

If an Authorized Manager is involved, please select “Yes”.

LED Sub Entities New DC

Disclosed Client owns Position Accounts\*  Yes  No

Authorized Manager involved\*  Yes  No

Authorized Manager\* Choose One  
Create New Authorized Manager

Market\* Choose One

Undo Changes Save

#### 2.6.1 Existing Authorized Manager

You can choose an existing Authorized Manager using the dropdown for Authorized Manager.

#### 2.6.2 Create new Authorized Manager

Also, you can create a new Authorized Manager by selecting “Create new Authorized Manager”.

### 2.7 Position Accounts tab

When opening the position accounts tab for the first time, a popup window comes up. Here you can quickly select standard accounts that the DC will get. You can select any combination of eligible accounts. Once you have selected all necessary accounts, or if you do not want to select an account in this popup (e.g., you want to setup flex accounts only), select “OK” to go on.

Please select required Standard Accounts for OTC IRS Market

Please note that the same set of Standard Accounts and also all other accounts can be added on "Position Accounts" tab by clicking on '+.

P1  P2  M1  M2  A1  A2  A3  A4  A5  A6  A7  A8  A9

Ok

After the required standard account(s) is/are selected, the account is presented in position accounts overview.

The screenshot shows the 'Admission' window with a table of accounts. The table has columns: DC, Account, Client, Segregation, OTC IRS, ETD, FWB, REPO, Pool Name, and Backup. A red banner at the top contains the message: 'Please resolve outstanding validation issues for XXXXX'. Below the table, there is a 'Save' button and a pagination control showing 'Records 1 to 1 of 1.'.

**Notes:**

- As the DC did not yet get a Member ID assigned, a dummy Member ID (XXXXX) is used. Once your Onboarding Manager or Key Account Manager assigned the DC a Member ID, this dummy Member ID gets replaced.
- In case of OTC IRS, further account attributes need to be entered. As the account has just been added, no account attributes are yet entered. When there is data missing, it is indicated by the red error message. When you select the error message, you will get further information.

To add the required account attributes (for OTC IRS) and to assign the account to a collateral pool, please select the yellow “Edit” icon. A new window (“Edit Account”) is opened. On the left-hand side of the window, you can select the client and segregation type (conditions apply) and you can select/define the collateral pool. Depending on the clearing model, you can either select a pool from a dropdown menu (elementary clearing model) or you can define a new pool by adding a new pool suffix (ISA clearing model). The default pool suffix for ISA is “SEG”.

The 'Edit Account' dialog box contains the following fields and sections:

- Disclosed Client:** EUREX CLEARING AKTIENGESELLSCHAFT
- Account Name:** P1
- Client Type:** Direct (dropdown)
- Segregation Type:** ISA (dropdown)
- Pool Name:** XXXXXXPAKFR, with a text input field containing 'SEG'.
- OTC IRS:** 
  - Netting Parameter: Choose One (dropdown)
  - Netting Level: Choose One (dropdown)
  - Exclude Netting Fees: Choose One (dropdown)
  - Enable\_Acc\_L3: Choose One (dropdown)
  - MarkitWire Id: [text input]
  - External Id: [text input]
  - Client Markit Po Id: [text input]
  - ARNU Tag: [text input]
  - OTC Pricing Model: Choose One (dropdown)
  - OTC Pricing Model Tag: [text input]
  - Margin Variation: Choose One (dropdown)
- ETD:**
- FWB:**
- REPO:**

Buttons: Cancel, Ok

## New Admission Workflow

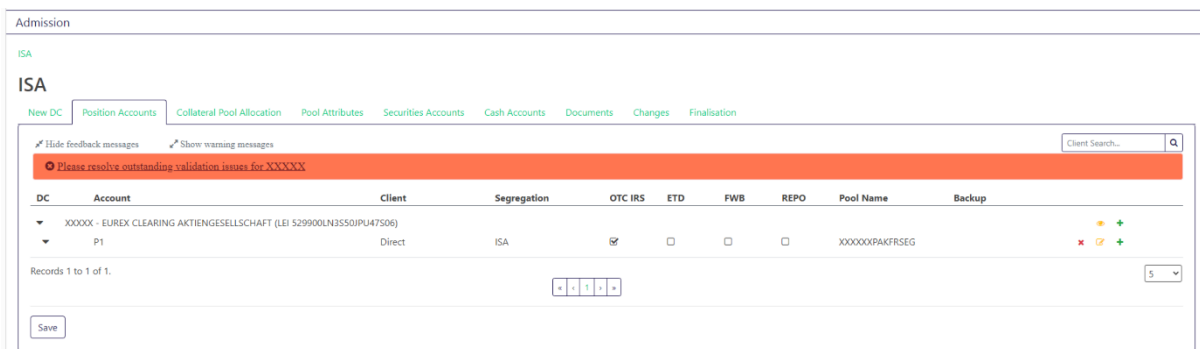
On the right-hand side of the window, for OTC IRS further account attributes need to be entered.

### Notes:

- An admission is for a specific market only. It is therefore not possible to select another market. In case there is already another market admission for the respective client, this is indicated with a ticked checkbox.

Once all data is entered, close the window by selecting “OK”.

In case you want to add further standard accounts or if you want to add flex accounts, this can be done on position accounts overview.



Please select the green “+” sign next to the account that was added via popup to add an agency account. A new window is opened.

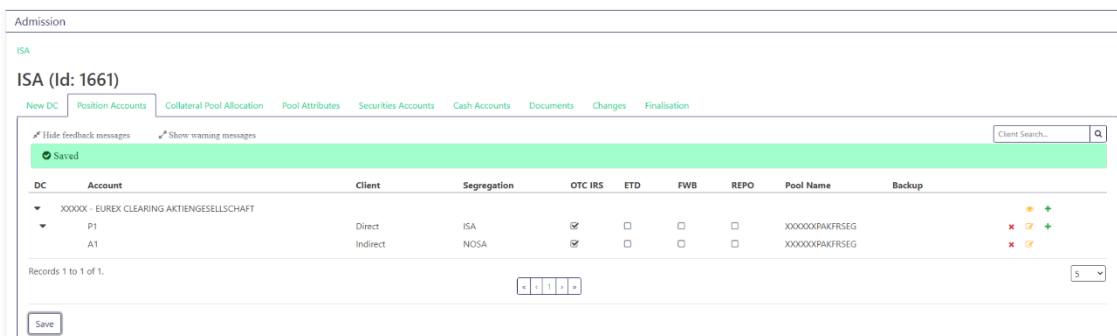
**New Account** [Close]

Disclosed Client: EUREX CLEARING AKTIENGESELLSCHAFT

Account Name\* [Input Field]

[Cancel] [Ok]

Please add the name of the account that you want to add, e.g. A1, and select “OK”. Again, the “Edit Account” windows is opened. Please fill all necessary information and select “OK”. You will see the added account (e.g. A1) in the position accounts overview:





## New Admission Workflow

### Notes:

- In case there is not yet any account on the position accounts overview, or if you want to add direct accounts, please select on the green “+” icon in line of the DCs name.
- Once all position accounts are defined and (if applicable) all necessary account attributes were entered, please select tab “[Collateral Pool Allocation](#)”.

## 2.8 Collateral Pool Allocation tab

On the collateral pool allocation tab, you can see to which collateral pool the accounts that were available on “[Position Accounts](#)” tab are assigned.

The screenshot shows the 'Admission' page for ISA (Id: 1661). The 'Collateral Pool Allocation' tab is active. It features a search bar and a table with the following columns: Pool Allocation, DC's MemberID, and Account. The table contains two rows of data. Below the table, there are navigation controls for records 1 to 2 of 2, a 'Save' button, and a dropdown menu set to 50.

Pool Allocation	DC's MemberID	Account
XXXXXXXXPAKFRSEG	XXXXX	A1
XXXXXXXXPAKFRSEG	XXXXX	P1

This is an information only tab. No data can be entered here.

Please go to “[Pool Attributes](#)” to move on with the admission process.

## 2.9 Pool Attributes tab

Certain attributes need to be filled for the collateral pool(s) that have been defined. Please fill in the required information.

The screenshot shows the 'Admission' page for ISA (Id: 1661). The 'Pool Attributes' tab is active. It displays a warning message: "Please resolve outstanding validation issues for pool XXXXXXXPAKFRSEG". Below the warning, there are two dropdown menus for 'Auto Repay of Cash Collateral' and 'Clearing Member Notification for ISA Clients using CmaX'. Both dropdowns are currently set to 'Choose One'. There is also a 'Save' button.

Once that that is done, please select “[Securities Accounts](#)” tab to proceed with the admission process.

## 2.10 Securities Accounts tab

On the securities accounts tab, you see an overview of set up securities accounts for each collateral pool. If the client will have cash collateral only, this is indicated on this tab as well.

Pool Name	Cash Collateral Only	Sec. Coll. Delivery Type	Asset Tagging	Account
XXXXXXXXPAKFRSEG		Not specified		

To edit any information on this tab, please select **“Edit Securities Accounts”**. A new window will popup.

Pool Name	Cash Collateral Only	Sec. Coll. Delivery Type	Asset Tagging	CBF GS Margin Account	CBF GS Main Account	CBF Int6 Series Margin Account
XXXXXXXXPAKFRSEG	Choose One	Choose One	Choose One			

If the client has cash collateral only, it can be selected here by choosing **“Yes”**. If cash collateral only is selected here, no other field can be edited. Otherwise, please select the applicable values and enter the respective securities account information. By selecting **“Save”** the securities accounts overview is opened and the information entered is shown.

Pool Name	Cash Collateral Only	Sec. Coll. Delivery Type	Asset Tagging	Account
XXXXXXXXPAKFRSEG	Yes	Not specified		

When all information is entered, switch to “Cash Accounts” tab.

## 2.11 Cash Accounts tab

On cash accounts tab, an overview of set up cash collateral accounts for each defined collateral pool is shown.

Admission

ISA

ISA (Id: 1661)

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts **Cash Accounts** Documents Changes Finalisation

Field Currency: Required

Field Set-Off with standard pool of Clearing Member: Recommended

Pool Name	Clearing Currency	Set-Off with standard pool of Clearing Member	Account
XXXXXXXXPAKFRSEG			

Edit Cash Accounts

Save

Initially, no account is defined. To edit any information on this tab, please select “Edit Cash Accounts”.

Cash Accounts

Pool Name	Clearing Currency	Set-Off with standard pool of Clearing Member	Cash Instruction Group	Cash Accounts
XXXXXXXXPAKFRSEG	Choose One	Choose One	Choose One	Choose One

Save Cancel

Please select the applicable values and enter the respective cash account information. If for “Set-Off with standard pool of Clearing Member” “Applies” is selected, no further information can be added in this window. If “Excluded” is selected, you can enter the respective cash account information. By selecting “Save” the cash accounts overview is opened and the information you entered is shown.

## New Admission Workflow

Pool Name	Clearing Currency	Set-Off with standard pool of Clearing Member	Account
XXXXXXPAKFRSEG	EUR	Applies	

After required cash account information has been entered, please go to the tab “Documents”.

## 2.12 Documents tab

### 2.12.1 Documents for OTC IRS

Request Documents

Application for Segregation Setup signed by DC and Clearer

Upload

download template

On documents tab you have the possibility to download the [segregation sheet](#), sign it and upload it (if you are asked to do so).

#### Notes:

- This step is not required anymore. Nevertheless, we still offer the possibility to download the segregation sheet by selecting “[Download Template](#)” and to upload a signed segregation sheet by selecting “[Upload](#)”.

### 2.12.2 Documents for Eurex

For ETD admission, on documents tab you have the possibility to download the [segregation sheet](#), sign it and upload it.

#### Notes:

- This step is not required anymore. Nevertheless, we still offer the possibility to download the segregation sheet by selecting “[Download Template](#)” and to upload a signed segregation sheet by selecting “[Upload](#)”.

However, there are two documents that you need to download, fill and upload again: “CSD Selection for Settlement Account Setting for Eurex Derivatives Deliveries” and “Eurex Application for Setting Up Modification Deletion of User ID”.

You can download the templates by selecting “Download Template”. Once you filled in all necessary information, you can upload the modified file by selecting “Upload”. The CSD Selection template is pre-filled with data that you entered on “New DC” tab.

### 2.13 Changes tab

When selecting the “Changes” tab, all information that has been entered in the admission request is shown at a glance.

Admission

ISA

ISA (Id: 1661)

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

Added

Entity Name	Entity Identification	Applying State	
Client	MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖
Pool	Name: XXXXXXPAKFRSEG	✔ Successfully applied	👁️ ✖
Position Account	Name: P1 Client MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖
Position Account	Name: A1 Client MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖

Undo Changes Save

If you select the [yellow eye symbol](#), you can see further information for each entity:



Admission

ISA

ISA (Id: 1661)

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

**Added**

Entity Name	Entity Identification	Applying State	
Client	MemberID or LEI: XXXXX	Successfully applied	✖ ✖
Pool	Name: XXXXXXPAKFRSEG	Successfully applied	✖ ✖
Position Account	Name: P1 Client MemberID or LEI: XXXXX	Successfully applied	✖ ✖

Attribute Name	Original Value	Requested Value	Current Setup Value
Client Type		Direct	
Margin Variation		STM	
Markets		OTC_IRS	
Marktwire ID		MARKIT	
Netting Level		BasicNetting	
Netting Parameter		O	
OTC Pricing Model		STANDARD_A	
Segregation Type		ISA	
Pool Name		[XXXXXXXXPAKFRSEG]	

Position Account	Name: A1 Client MemberID or LEI: XXXXX	Successfully applied	✖ ✖
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## 2.14 Finalisation tab

Once all required data has been entered in the admission request, please switch on “**Finalisation**” tab and select “**Submit**” to send the admission request.

Admission

ISA

ISA (Id: 1661)

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

**Info**

Created: 06.12.2022

Last updated: 06.12.2022 10:04:31

Save Submit

## 3 Admission of a new Basic Authorized Manager (AM)

This chapter describes the admission of a new Authorized Manager.

### Notes:

- For all places in the request, yellow backgrounded fields/feedback messages indicate that you can proceed without entering the requested data (although this is not recommended). Red backgrounded fields/error messages indicate that you cannot go on without entering the requested data.

## New Admission Workflow

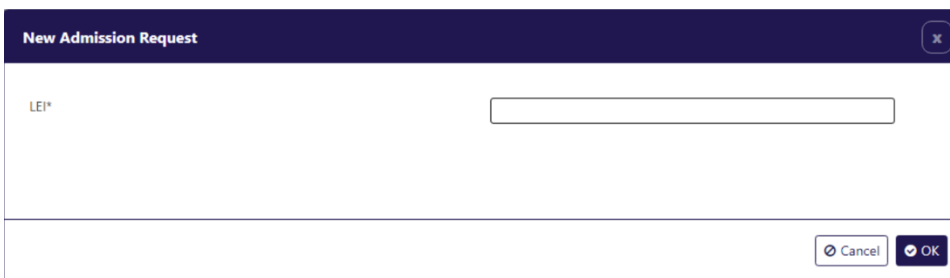
### 3.1 Start new admission

Log in to C7 CAS. On the home screen, select “Add Authorized Manager”. It is also possible to start a new admission via menu “Admissions & Initial setups” > “Add Authorized Manager”.

[+ Add Disclosed Client](#) [+ Add Authorized Manager](#)

### 3.2 Enter general information for new admission request

Please enter in the popup window the LEI of the Authorized Manager that you want to admit. Here, as well as in the upcoming windows, please fill all mandatory information (marked by \*).



Once the LEI is entered, company details are automatically fetched using data from gleif.org.



Confirm your choices by selecting “OK”.

After the legal data has been saved, new tabs for the admission are generated: “LED” and “New AM”.

[LED](#) [New AM](#)

### 3.3 LED tab

The “LED” tab reflects the data that was entered in the previous popup. The address information of the AM is prefilled with data from gleif.org.

LED **New AM**

---

#### Legal Data

LEI	529900LN3S50JPU47S06
Company Name*	<input type="text" value="EUREX CLEARING AKTIENGESELLSCHAFT"/>
Legal Form*	<input type="text" value="Aktiengesellschaft"/>
Entity Type*	<input type="text" value="General"/>

#### Legal Address

Street*	<input type="text" value="MERGENTHALERALLEE 61"/>
House Number	<input type="text"/>
City*	<input type="text" value="ESCHBORN"/>
Postal Code	<input type="text" value="65760"/>
Country*	<input type="text" value="Germany"/>
Country Subdivision	<input type="text" value="Hessen"/>

#### Manual Update

Enable Editing

Data was fetched from gleif.org. Only if the data is wrong, please enable editing and comment the reason of the changes.

#### Admission Address

Legal and Admission Address are the same

**Notes:**

- If the prefilled address data is wrong and needs to be refined, or if the legal address and admission address is not the same, it is possible to change this by ticking the checkbox in Manual update “Enable Editing”. If this checkbox is ticked, it is necessary to give a reason for the manual update.
- In field “Email”, if possible, please enter a company email address, which is not personalized.
- The data that is entered in this popup cannot be changed afterwards. If you need to make changes, you need to cancel the current admission and start a new one.

## New Admission Workflow

### 3.4 New AM tab

On the New AM tab, you are required to add the information if a Member ID is needed and if a reporting ID is required.

LED **New AM**

Member ID needed\*  Yes  No

Reporting ID required\*  Yes  No

Confirm

Undo Changes Save

If a Member ID is needed, please select “Yes” and select “Yes” or “No” for “Post Trade Management”.

If “Post Trade Management” is selected, the admission type is changed from Basic AM to AM with system access.

#### Notes:

- Access type (AM with System Access) is derived from the information that are given in the bottom part of the “New AM” tab (post trade management).
- Access type (basic AM) applies to all AMs without post trade management.
- Classic FM setup (-> AM has the Member ID, not the Fund); Fund is Basic DC
- Non-classical FM setup (-> AM has no Member ID, but Fund might have a Member ID); Fund is Basic DC or DC with system access (when Fund can do post trade management)
- Further information about AM's Central Coordinator is needed. Once all information is entered, switch to “Finalisation” tab.

### 3.5 Finalisation tab

Once all required data has been entered in the admission request, please switch on “**Finalisation**” tab and select “**Submit Request**” to send the admission request.

The screenshot shows a web interface with three tabs: 'LED', 'New AM', and 'Finalisation'. The 'Finalisation' tab is active. Below the tabs is a large rectangular area containing a 'New' badge, the text 'Created, 19.06.2023 by ba1@deutsche-boerse.de', and 'Last updated, 19.06.2023 17:18:22'. At the bottom left of this area are two buttons: 'Save' and 'Submit Request'.