



FOR MORE INFORMATION. PLEASE SCAN.

# CLEARING ACCESS FORM

## COMMODITIES

Please return this completed form to [ms.gi@nasdaq.com](mailto:ms.gi@nasdaq.com)

Please note that all information requested in the form must be provided. Any individual(s) appointed hereunder must be adequately trained and experienced to fulfill its designated function, and be familiar with the Clearing Rules and the general operations of the member vis-a-vis the Clearinghouse in respect of such function. The individual must normally be available for contact during Opening Hours. The individual(s) will be deemed generally authorized to act on behalf of the member in respect of its designated function.

COMPANY NAME		MEMBER ID (MPID)	Exchange NC	MPID
CONTACT PERSON		CONTACT PHONE		
CONTACT EMAIL				

ENVIRONMENT	<input type="checkbox"/> PRODUCTION	<input type="checkbox"/> EXT 1 (External Test Environment 1)	<input type="checkbox"/> EXT 3 (External Test Environment 3)	<input type="checkbox"/> EXT 4 (External Test Environment 4)
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ACCESS	<input type="checkbox"/> New Access	<input type="checkbox"/> Remove Access (Specify Username)	<input type="checkbox"/> Update Access (Specify Username)	
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CONNECTION DETAILS	<input type="checkbox"/> Internet	<input type="checkbox"/> Fixed Line / VPN (Specify Source IP)	IP: <small>If new IP Subnet in production, please specify Source IP</small>
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REQUESTED ACCESS	<input type="checkbox"/> Q-Port Admin (Q-Port)	<input type="checkbox"/> Q-Port Broker (Q-Port)		
	<input type="checkbox"/> CW2 Admin (Clearing Workstation 2)	<input type="checkbox"/> CW2 Standard (Clearing Workstation 2)	<input type="checkbox"/> CW2 Broker (Clearing Workstation 2)	<input type="checkbox"/> CW2 Read-Only (Clearing Workstation 2)
	<input type="checkbox"/> CW1 Server (Clearing Workstation 1)	<input type="checkbox"/> External BO User (External Back Office)	<input type="checkbox"/> Market Data user	<input type="checkbox"/> SFTP Access (Clearing Report Service)

USER OWNER <small>(Only Applicable for CW2 and Q-Port)</small>				
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SECURID TOKEN <small>(Only applicable for CW2)</small>	<input type="checkbox"/> Software Token <small>(Can only be installed once)</small>	<input type="checkbox"/> Physical Token <small>(Additional fee – see info)</small>	<input type="checkbox"/> Mobile Token <small>(Specify Mobile OS)</small>	OS: <small>Android – Blackberry - IOS</small>
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ADDRESS / E-MAIL <small>Software Token – E-mail Address Physical Token – Delivery Address</small>				
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NUMBER OF LICENSES <small>(Only applicable for CW1 Server)</small>				
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When requesting the first Clearing Workstation 1 Server the member will be provided with an Admin User by Nasdaq. Further Addition/Removal/Management of users is done by the Admin User. Licenses dictate the maximum number of users logged in simultaneously through a single Clearing Workstation 1 Server.

NUMBER OF EXT. USERS <small>(External BO &amp; Market Data)</small>				
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**Clearing Workstation (CW2)**

In CW2 the users (dependent on user rights) are able to register contracts, view contracts, distribute contracts, confirm contracts via voice and view reports. User rights are determined by the Member via this entry form. The Admin user has all rights in CW2, Standard Access user has all rights except to add or amend users. Limitations to all users are administrated by the Admin user.

Any CW2 user changes must be reported to the Exchange immediately with a new updated Clearing Access Form. Please return Secure ID® token to us by mail if:

- token is not in use
- a user resigns his/her position
- change of responsible user
- there are other changes that are important with regard to protecting your organization's information

**Q-Port**

In Q-Port the users (dependent on user rights) are able to register contracts, view contracts, distribute contracts, confirm contracts via voice and view reports. User rights are determined by the Member via this entry form. The Admin user has all rights in Q-Port, Standard Access user has all rights except to add or amend users. Limitations to all users are administrated by the Admin user.

Any Q-Port user changes must be reported to the Exchange immediately with a new updated Clearing Access Form.

**Clearing Workstation (CW1) User Guide & Software Download**

<http://www.nasdaqomx.com/transactions/technicalinformation/geniuminet/tradingclearingworkstation/>

**Secur ID® Tokens (logins)**

In order to access to CW2 the user needs a RSA Secur ID® token. If the user already owns a token, please enter the serial number of the token and username (both printed on the back of the token). (This is not applicable for new members.) RSA software tokens will be free of charge in the initial set-up as well as for renewal at expiration. If a member specifically requests a physical RSA token a special charge of €400 will be applied in order to recover administration and freight costs. Tokens that are not used within a period of 6 months will automatically be deleted due to security reasons.

**External BackOffice/FIX user**

External BackOffice users can be used either by an OMnet or FIX based application. The Financial Information eXchange ("FIX") Protocol is a series of messaging specifications for the electronic communication of trade-related messages. More information about FIX: <http://www.nasdaqomx.com/transactions/technicalinformation/geniuminet/protocolspecifications>

**Clearing Report Service (SFTP)**

Secure File Transfer Protocol (SFTP) service for downloading of Clearing reports directly from the SFTP site. Max one per participant.

**Fees**

OMnet users and Clearing Workstation licenses are subject to the Technical pricelist found on our Member Extranet <http://www.nasdaqomx.com/transactions/technicalinformation/technicalpricelists/>

<b>ADDITIONAL INFO</b> (Usernames, Token IDs etc.)	
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AUTHORIZED SIGNATURE OF MEMBER	
Date	Authorized Signature
Place	Name and Title
By signature below I/we declare that I/we am/are authorized to sign on behalf of the member identified above and that I/we have read and understood the Clearing Rules in terms of the effects of the authorization contained herein, and that the persons appointed are deemed adequately qualified to fulfill their designated functions.	

APPROVAL FROM GCM (ONLY FOR NCM APPLICANTS)	
Date	Authorized Signature
Place	Name and Title
By signature below I/we declare that I/we am/are authorized to sign on behalf of the member identified below and that I/we have read and understood the Clearing Rules in terms of the effects of the authorization contained herein, and that the persons appointed are deemed adequately qualified to fulfill their designated functions. The GCM is responsible for all actions taken via the NCM's connection to the Clearing System. All registration measures undertaken by the NCM will be counted for as if the actions were taken by the GCM.	

Authorized signatures are required in order to effectuate this form and any amendments hereto. Authorized signatures are only made by (i) person(s) authorized as Contact Person(s) or (ii) person(s) having general signing authority for the member.

**IN CASE OF SIGNATURE BY OTHER PERSONS THAN A CONTACT PERSON(S), PLEASE SUBMIT A COPY OF COMPANY CERTIFICATE OR SIMILAR DOCUMENT AUTHORIZING SIGNATURE TOGETHER WITH CERTIFIED COPY(IES) OF OFFICIAL ID (DRIVER'S LICENSE, PASSPORT OR SIMILAR) CONTAINING SIGNATURE SPECIMENS.**

**INQUIRIES REGARDING THIS FORM CAN BE DIRECTED AT**  
**E-MAIL: [MS.GI@NASDAQ.COM](mailto:MS.GI@NASDAQ.COM) | TEL: +46 (0) 8 405 6660**

**CONFIRMATION BY NASDAQ**

SETUP BY	
Date	Signature

VERIFIED BY	
Date	Signature