Registered Customer Admission Tool
As of 5 October 2015, Eurex Clearing AG introduced a new service for the OTC IRS market. The frontend will enable Clearing Members to gain an overview of all Registered Customers connected to Eurex Clearing through themselves and the status of the Registered Customers who are in the process of being connected.

Furthermore, the service will simplify communication of Clearing Members with their Key Account Managers and provision of the necessary admission documents.

Eurex Clearing will allow Clearing Members a transition period until 1 January 2016. During this time, admission processes that have been initiated can still be concluded in the standard way using forms. After 1 January 2016, Eurex Clearing will admit Registered Customers via the new service only and consequently cancel the paper-based admission process.

The following slides will provide you guidance how to access and to use the Admission Tool.
To enter the Registered Customer Admission Tool you need to ask for an additional right

➢ Access the Member Section and go to „My Profile“
• Within „My Profile“ go to „Request Access Rights“ and tick the box under „Company Admission“ in front of „Admission Administration“
• To finalize the request click on „Submit“ on the bottom of this page
• The respective central coordinator is granted with the right immediatly. Other persons of the company need to be approved by the central coordinator
After receipt of the access right, you can enter the tool.

Please go to "Admission & User IDs"
• Via the sub selection „Company Admission“ you will reach the respective link which guides you to the frontend of the tool
An overview is shown on Clearing Member Level after entering the frontend.
• In order to start the admission process, click on „Create New Admission“.
After selecting „Create New Admission“ you are required to enter initial information of the new customer.
• In case a 4-eyes-principle is in place, please select „Yes“. This selection leads to the requirement of a confirmation of every entered information from a second person of your company.
• The information on the tabs can either be saved and amended at a later point in time or can be directly submitted to Eurex Clearing AG to process the admission.
Within the second tab „Details of RC´s Central Coordinator“ additional information of the Central Coordinator of the Registered Customer is requested.
Within the third tab „Onboarding Details“, further mandatory onboarding details like the „Approved trade source“ are to be entered.
For all Registered Customer that are going to be admitted under the Individual Clearing Model (ICM) a further tab, "Account Structure", will appear. This tab will only be visible for the Clearing Member.
In the tab „Account Structure“ the Clearing Member is asked to enter the account setup.

By clicking on the next tab „Required Documentation“ the Clearing Member can then download the prefilled Segregation Sheet for the Individual Clearing Model as .xlsx.
If the new Registered Customer is a Authorized Manager (this selection has already been made in tab „Onboarding Details“) an additional tab, „Flex accounts“, will appear. The electronic version (.xlsx) of the Flex Accounts Bulk Upload Sheet needs to be uploaded in this tab. The countersigned version is to be uploaded in the tab „Agreement“ as .pdf.
In the tab „**Required Documentation**“ all necessary documents for the legal admission of the RC are listed.

For example, the prefilled Segregation Sheet for the Individual Clearing Model can be downloaded and the countersigned version is to be uploaded here.
In the last tab „Agreement“ the respective Triparty Clearing Agreement can be downloaded.

The form is prefilled with the name and the address of the Clearing Member and the Registered Customer, as well as the information on the selected market.

The Registered Customer is required to upload the countersigned agreement first. As soon as this has happened, the Clearing Member can download the signed Agreement for countersigning and upload it again.