



# Counterparty Manager: Request for Amendment

Providing an automated solution for the buyside and sellside to process, manage, and maintain umbrella trading documentation through request for amendment letters.

The Request for Amendment (RFA) tool on Counterparty Manager enables firms to initiate requests for adding, removing, and modifying legal entities on existing bilateral umbrella trading documentation. The RFA tool centralizes this process while maintaining a master list of legal entities and their applicable data attributes.

The process to initiate amendments currently relies on postal mail or email. Letters are generated and sent manually and there is no way to centrally track their status. Reconciliation between the buyside and sellside is complicated and time consuming without a golden source to track amendments.

Counterparty Manager provides a central portal to generate and transmit amendment letters in bulk, while linking related onboarding and regulatory data to the letter. Simultaneously, the ability for the sellside to approve accounts individually or all at the same time has proven to reduce onboarding times up to 50%.

The automated service enables the buyside and sellside to have complete visibility of onboarding and document status. Additionally, a centrally maintained master list alleviates the need to reconcile spreadsheets, determine active versus offboarded accounts, and track changes in name and data to covered accounts.

### **Centralize Information**

Provides a portal to manage the amendment process and maintain a master list of legal entities updated in real time facilitating account onboarding

### **Reinforce Security**

Offers an electronic signature process in accordance with industry and jurisdictional standards while maintaining a secure archive of amendment letters

#### **Enhance Transparency**

Integrated dashboard allows users to view the status of each amendment letter and account onboarding requests

#### **Increase Efficiency**

Ability to initiate multiple amendments for all of your trading counterparties at once

# All Bilateral Umbrella Document types currently supported

|   | Draft - My  | Paviaw                              | Pending Tasks  |   |  |                         |  | Quicklinks   |   |   |  |  |                            |  |
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| Total<br>50   | Dartially Completed   |                                     | 15 11  |   | 1 24   | 24                      |  |  | Create Request for Amendment<br>Create Letter Template<br>Letter Template Library           |   |  | Masterlists<br>Create Exhibit Template<br>Exhibit Template Library   |                            |  |
|   | Recalled<br>Received<br>Rejected  |                                     | Exhil<br>Comple  |   |  |                         |  | Letter remplate Library<br>Create Masterlist Template  |   |   | Exhibit Template Library<br>Bulk Upload RFA  |  |                            |  |
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