

Purpose

The purpose of this document is to provide Financial Intermediaries with the requirements and process for adding their own funds to the Credo platform.

Introduction

If you have your own fund(s) that you would like to add onto the Credo platform for your own investors to invest in, or made available for other Credo platform clients, these can be made more attractive by adhering to the Standard Fund requirements which may provide preferential trading rates for investors.

If the fund does not meet the Standard Fund requirements, it may still be eligible to be added to the platform but will be categorised as Non-Standard.

Standard Fund Requirements

Trading & Settlement

The fund must have a standard trading and settlement process whereby, subscription orders can be executed without the need for cleared funds being paid to the fund administrator ahead of order acceptance. Where this is not the case, this creates additional processing, and therefore, cannot be categorised as a Standard Fund.

For Standard Funds, the trading frequency must be daily and available on either of the flowing fund messaging platforms.

- EMX (operated by Euroclear)
- Calastone

Reference Data and Pricing

The Credo platform uses Bloomberg as its main market data provider, and therefore, to be considered a Standard Fund information including NAV / price must be available via Bloomberg. This, generally, involves providing a data file to Bloomberg in accordance with the trading frequency of the fund.

Further information can be obtained by emailing: fundupdate@bloomberg.net

Custody & Reconciliation

The fund must be able to be held in a custodian's nominee name with a designation on the shareholder register.

The fund administrator must be able to provide a holding file to the registered nominee on at least a monthly basis in order to meet their regulatory reconciliation requirement. This can be achieved by providing a CSV / excel file with the required data which should include as a minimum the following information.

The registered shareholder's name, address and designation:

- an ISIN or Sedol identifier
- the number of units held
- the latest NAV/price of the fund

If the fund is likely to be subject to any corporate event / dividend / interest, then notifications must be issued to CorpActControl@pershing.co.uk.

New Fund Setup

Step	Action	Guidance
1	Check the fund is not already available on the MyCredo platform.	Enter the security Symbol / ISIN / Sedol (note the security name may be utilised but this is not unique) into the Search tab of MyCredo. If the required security appears in the return screen, then it is available for trading.
2	If the fund is not already on the platform, check the Standard Funds list available in the MyCredo InfoHub - Trading section.	This is a wider list of pre-approved Standard Funds which may not all be already set up in the platform.
3	Is the fund deemed to be complex? If yes, a Target Market Assessment (TMA) and KIID must be provided or the fund prospectus.	See Complex Instruments document in the MyCredo InfoHub for further information.
4	<p>If the fund is:</p> <ul style="list-style-type: none"> ▪ already on the Standard Funds list, or ▪ meets the criteria for Standard Funds <p>Email: dealers@credogroup.com requesting a new security set-up quoting the Security</p>	<p>If the fund is deemed to be complex, then attach the relevant documents detailed in point 3 to the email.</p> <p>Once approved, the fund will be added to the platform and to the Standard Funds list published on the MyCredo InfoHub.</p>
5	<p>If the fund is not</p> <ul style="list-style-type: none"> ▪ already on the Standard Funds list, and ▪ does not meet the criteria for Standard Funds <p>Complete the New Instrument Request Form (located within the InfoHub under 'General Forms') and email to: operations@credogroup.com</p>	