



# Cboe Clear US Client Member Portal (CMP) User Guide V3.0

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## Change History

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Date	Version	Topic	Description
2023-10	V1	All	The initial release of the Client Member Portal (CMP) user manual.
2023-12	V1.1	Trades	Minor correction to Trade Types
2024-04	V1.2	TPH addition	Addition of TPH to Clearing Firm linkage functionality and TPH pre-trade limits setting
2024-11	V2.0	Name change	Updates for change of name from Cboe Clear Digital to Cboe Clear US
2025-03	V3.0	Migration to CFE	Changes based upon migration of Cboe Digital crypto futures to CFE.

## Introduction

The Cboe Clear U.S. LLC ("Cboe Clear US" or "CCUS") Client Member Portal ("CMP") is an online platform that offers registered Futures Commission Merchant ("FCM") Clearing Members access to features to manage risk, provide Position Change Submission ("PCS") instructions, view balances, trades, margin, and delivery information for Cboe Clear US futures products.

## User Permissions

The screens and features a user has access to are permissioned by the Cboe Clear US Membership Team. Cboe Clear US has defined the following roles with the default permissions. Clearing Firms:

Menu	Screen	Feature	Roles			
			General Ops	Clearing Ops	Treasury	Risk Mgmt
Home	Balance Snapshot		✓		✓	✓
Positions	Positions		✓	✓		
Post-Trade Risk Management	Customer Accounts					✓
	Position Accounts					✓
Risk Account Management (CDE)*	CAR					✓
	CGM					✓
Treasury	Balance Details		✓		✓	✓
		Withdrawal	✓		✓	
Trades	Trades		✓	✓		✓
Position Adjustments	Position Adjustments		✓	✓		
Profile	Reports / Statements		✓	✓	✓	

NOTE: Risk Account Management (CDE) will be deprecated over migration weekend.

You may access CMP via the following links:

**Production:**

<https://clearing.erisx.com/>

**Testing in New Release:**

<https://clearing.newrelease.erisx.com>

## Getting Started

**It is highly recommended that Chrome be used as other browsers may not properly display information or work effectively.**

### Initial User Registration

After a user is created by the Cboe Clear US Membership Team, the user will have to go through a registration process. This is done by selecting the **“Sign Up”** option found on the bottom of the log in page. **Please click on the “Sign Up” prompt to complete the registration process.** Please note, the email address must match the email that was provided to the Membership Team for the initial setup.

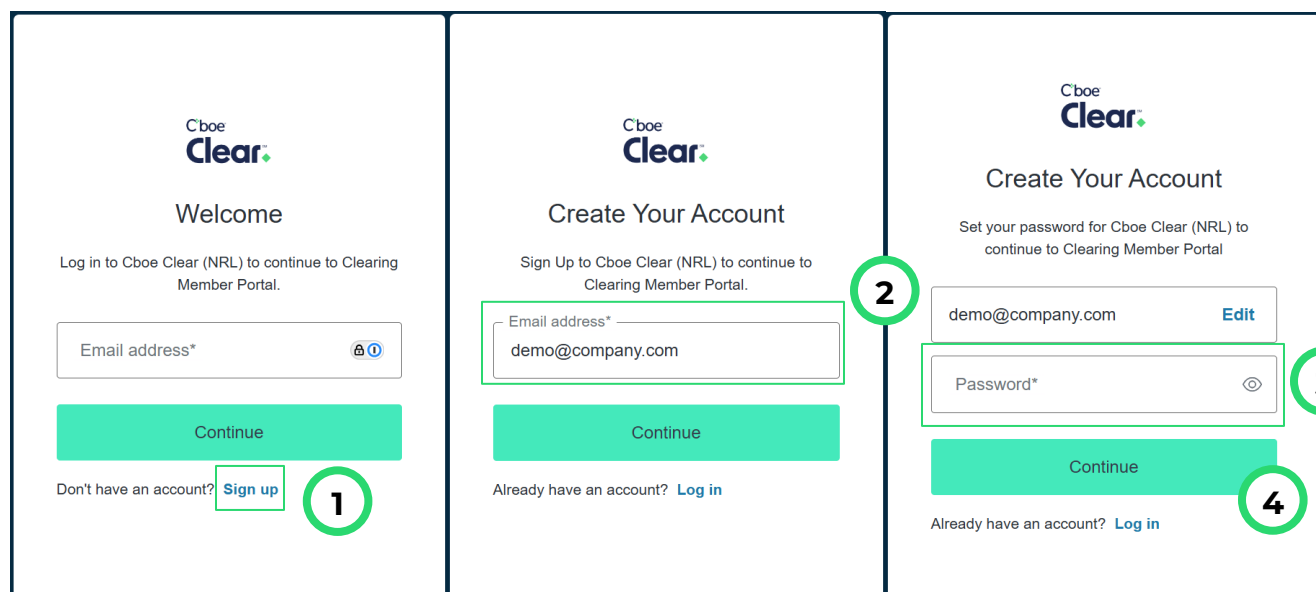
Once “Sign Up” has been selected, a new page will display.

Please complete the following:

1. Click Sign Up
2. Enter the registered email address provided to the Membership Team and click enter.
3. Enter a password that contains the following:
  - a. At least 12 characters that contains:
    - i. At least 3 of the following:
      1. Lower case letters (a-z)
      2. Upper case letters (A-Z)
      3. Numbers (0-9)
      4. Special Characters (e.g. !@#%^&\*)
      5. No more than 2 identical characters in a row

An option to confirm the password is not provided. **It is highly recommended to change the state of the input by clicking the eye character to unmask the password to ensure the correct password is being entered.**

4. Click on “Continue”



The figure shows three sequential screenshots of the Cboe Clear registration process, numbered 1 through 4 in green circles.

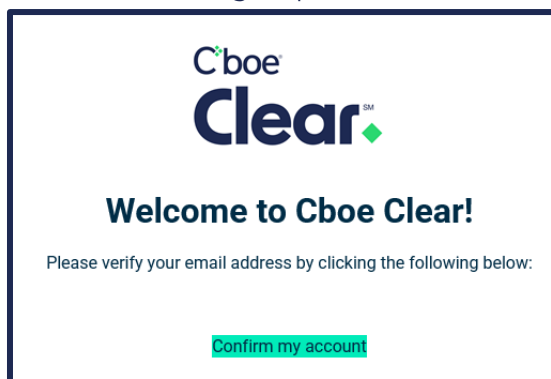
- Screenshot 1:** The 'Welcome' page. It features the Cboe Clear logo, the text 'Log in to Cboe Clear (NRL) to continue to Clearing Member Portal.', an 'Email address\*' input field, and a green 'Continue' button. At the bottom, it says 'Don't have an account?' followed by a blue 'Sign up' button (labeled 1).
- Screenshot 2:** The 'Create Your Account' page. It features the Cboe Clear logo, the text 'Sign Up to Cboe Clear (NRL) to continue to Clearing Member Portal.', an 'Email address\*' input field containing 'demo@company.com', and a green 'Continue' button. At the bottom, it says 'Already have an account?' followed by a blue 'Log in' button (labeled 2).
- Screenshot 3:** The 'Create Your Account' page. It features the Cboe Clear logo, the text 'Set your password for Cboe Clear (NRL) to continue to Clearing Member Portal.', a 'demo@company.com' input field with an 'Edit' link, a 'Password\*' input field with an eye icon, and a green 'Continue' button (labeled 3). At the bottom, it says 'Already have an account?' followed by a blue 'Log in' button (labeled 4).

## Email Confirmation

Depending on the environment being used, an auto-generated email will be sent to the registered email address from either [clearus.nrl.membership@cboe.com](mailto:clearus.nrl.membership@cboe.com), if registering in the test environment, or [clearus.membership@cboe.com](mailto:clearus.membership@cboe.com) if registering in the production environment. If an email confirmation is not received within 5 minutes of registering kindly check any spam folders or reach out to the membership team via email [clearus.membership@cboe.com](mailto:clearus.membership@cboe.com)

The email will ask the user to confirm their email address. Please click on the “Confirm my account” button to complete the confirmation process.

Below is an example of the auto-generated confirmation email that is sent by the onboarding team requesting verification of the email sign-up.



## Environment URLs

Once you have verified your account you may log into the application via the appropriate URL.

**Production:** <https://clearing.erisx.com/>

**Testing in New Release:** <https://clearing.newrelease.erisx.com>.

Please enter your email address and password and click “Continue”.

## Security Questions

The user will be prompted to provide a response to three unique security questions.

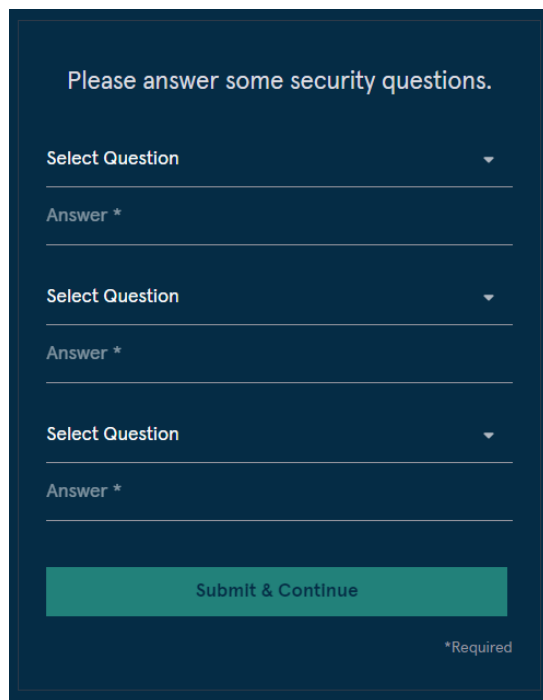
User may select the security questions by clicking the drop-down to the right of the security question sections.

The security question options are:

1. What was the name of your first pet?
2. What was the town you grew up in?
3. What is your favorite pizza?
4. What is your favorite ice cream?
5. What was the make and model of your first car?

**Please ensure to document the responses in a secure location since the information will be used to verify the identity of the user when they call Cboe Clear US operations teams.**

Click on “Submit & Continue” to move onto the next security prompt.



The screenshot shows a dark-themed security questionnaire. At the top, it says "Please answer some security questions." Below this are three identical question blocks. Each block consists of a "Select Question" dropdown menu and an "Answer \*" text input field. At the bottom of the form is a teal "Submit & Continue" button. In the bottom right corner, there is a small asterisk with the text "\*Required".

### Funding Password

A funding password is then required to be set up.

The funding password provides an additional layer of security for specific actions taken on the platform. The password should be unique from any other passwords that may have been used in the past.

Please ensure the funding password is stored within a secure password manager or secure location.

In the event the funding password is forgotten, the user will need to reach out to the Operations Team either through email [clearus.operations@cboe.com](mailto:clearus.operations@cboe.com) or phone +1 (888) 782-7481. Please note, as part of an operational procedure, the Treasury Team will call the member user at the phone number provided by the FCM on the permission form.

An option to reset the funding password is provided via the profile section. If the password needs to be reset, please review the [profile](#) section of this document.



### Funding Password

Set up a funding password for your user account. This password allows you to securely add bank and crypto currency accounts and is required. It should be unique from any password you may use to log in.

Your funding password is used to protect your assets. To ensure the security of your account, we measure the complexity of this password using a technique known as **entropy**.

Here are some suggestions to ensure you choose a sufficiently complex password:

- At least 12 characters in length
- Use a mixture of letters, numbers, and punctuation
- Do not reuse the same password you have used elsewhere
- As an alternative, consider using a set of 4 or 5 random words

Enter funding password: \*

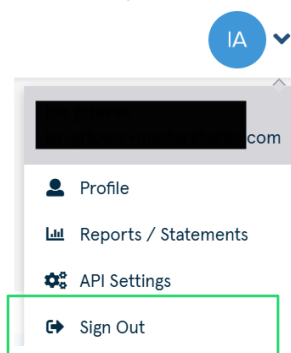
Confirm funding password: \*

Submit

## Logging Out

Navigate to the user profile found in the upper right-hand corner of the CMP page. Click on the user initials to find the option to “Sign Out”.

Click on “Sign Out” option to log off the web portal successfully.



## Enabling Two Factor Authentication (2FA)

Once logged into the member portal you will find an option to enable 2FA at the top of the page. 2FA is recommended as an extra layer of security but not required.

Cboe Clear recommends you enable 2FA.

Enable 2FA

1. Click on the enable 2FA button in the banner to start the process. You will be taken to the Profile page where you will need to click on Reset 2FA.

[Reset 2FA](#) | [Reset Column Widths](#) | [Reset Funding Password](#)

2. A dialogue will appear explaining that once 2FA is enabled it will be required for all subsequent logins.

You do not have Two-Factor Authentication enabled for this account. Cboe Clear recommends you enable it to increase the security of your account.

**Note: Setting up 2FA requires all future logins to enter a code supplied by your authenticator app.**

Enable 2FA

3. Once you click on **Enable 2FA** and email will be sent to carry on the process.
4. Locate the email in your inbox and click on the link to ENROLL IN MULTI FACTOR AUTHETICATION
5. A webpage will open and display a QR that will need to be scanned with an authenticator app such as Google Authenticator, for example.
6. After scanning the QR code, enter the 6-digit onetime code into the box provided.

## Resetting 2FA

If you already have 2FA enabled and would like to have it reset, please contact the Operations team [clearus.operations@cboe.com](mailto:clearus.operations@cboe.com)

## CMP Overview

### Home Page

The home page displays the main content for Balance Snapshot, a sidebar of functional pages, and access to the user profile.

### Balance Snapshot

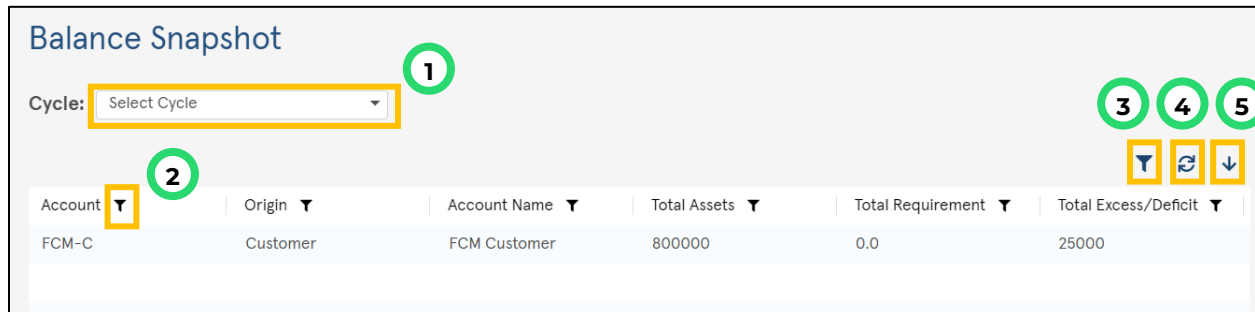
The home page will display daily settlement information for the clearing member firm. Please note the following details:

1. The page will remain blank until:
  - a. The first trade is executed under the FCM account and,
  - b. The first snapshot occurs, either midday or end of day.

If a trade occurs after the end of day snapshot, the FCM will have to wait until the next snapshot occurrence.

The Balance snapshot page also provides a number of features:

1. Selecting a snapshot cycle. A midday or end of day (EOD) snapshot can be selected. The cycle function is able to list up to 7 business days.
2. Ability to filter the data from each column.
3. Reset the column filters.
4. Refreshing the data on the page
5. Exporting the information to a csv file



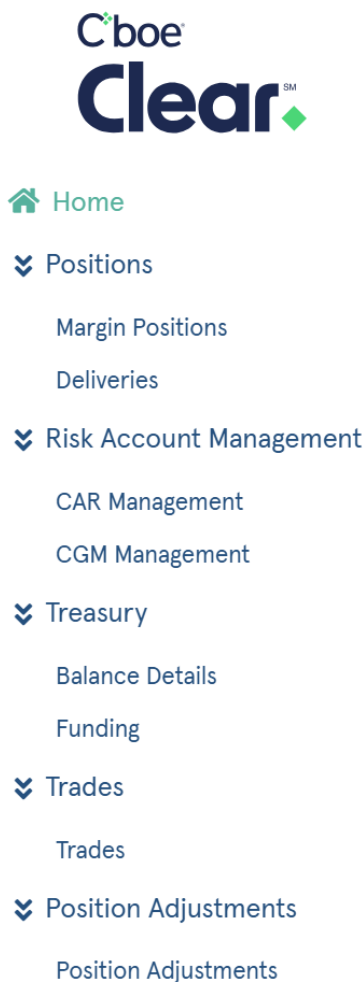
The screenshot shows the 'Balance Snapshot' interface. Callout 1 points to the 'Cycle' dropdown menu. Callout 2 points to the 'Account' column header. Callout 3 points to the filter icon (funnel) above the table. Callout 4 points to the refresh icon (circular arrow) above the table. Callout 5 points to the export icon (download) above the table. The table displays one row of data for 'FCM-C' with values for Origin, Account Name, Total Assets, Total Requirement, and Total Excess/Deficit.

Below is a description of the fields that are present on the Balance Snapshot page.

Column Header	Description
Account	The FCM Account number. The naming convention is a combination of the firm code and account type.
Origin	Specifies whether the account represents the FCM customer account or its own house account. The value is populated by the Clearing Membership Team once the account is created.
Account Name	The name of the associated Account.
Total Assets	The current balance of deposits for the associated account.
Total Requirement	The total margin requirements corresponding to the total exposure of the associated account.
Total Excess/Deficit	The difference between the Total Assets of the associated account and the Total Requirements.

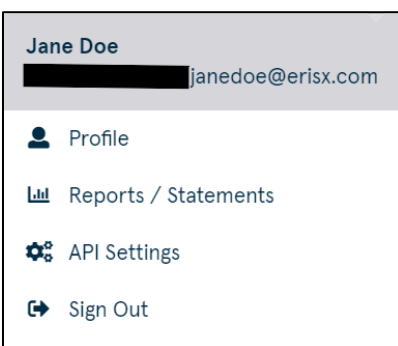
## Sidebar

The sidebar will display functional pages that are structured in a parent/child tree format.



## User Profile

The user profile is a collection of settings and information associated with a user. It contains information related to entitlements, generating reports, API settings and portal sign out.

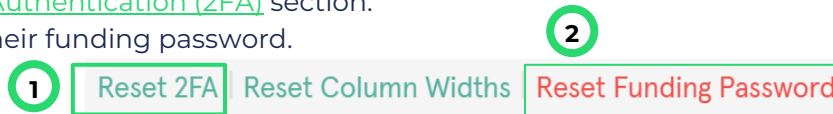


## Profile

The user “Profile” can be found right beneath the user’s email address. The profile page will display general information regarding the user, the accounts they have access to and their permissions.

Users have the option to:

1. Reset 2FA if it is enabled. The option to enable 2FA is provided in the [Enabling Two Factor Authentication \(2FA\)](#) section.
2. Reset their funding password.



## Reset Funding Password

Click on the “Reset Funding Password” option.

When the “Reset Funding Password” feature is chosen, a pop-up window will display prompting the user to:

1. Enter the current funding password.
2. Enter a new funding password.
3. Confirm the new password.

Click “Submit” to complete the password reset.

### Change Funding Password

In order to better manage the security of your API keys, we highly recommend that you refresh your API keys when you modify your funding password or create new keys on a regular basis. API keys remain valid until you delete them.

Here are some suggestions to ensure you choose a sufficiently complex password:

- At least 12 characters in length
- Use a mixture of letters, numbers, and punctuation
- Do not reuse the same password you have used elsewhere
- As an alternative, consider using a set of 4 or 5 random words

If you don't remember your funding password, contact [clearus.membership@cboe.com](mailto:clearus.membership@cboe.com) (+1 (888) 782-7481) to reset it.

Enter old funding password: \*

1

Enter new funding password: \*

2

Confirm new funding password: \*

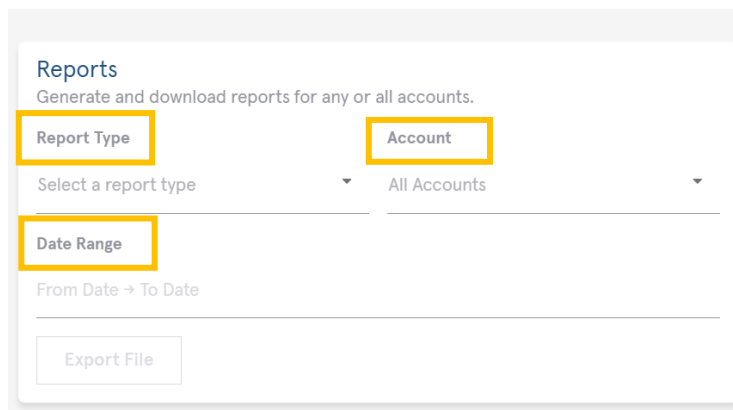
3

Submit

## Reports/Statements

The reports/statements section of the user profile allows a user to generate ad-hoc reports, in csv format, that can be downloaded.

### Reports



**Reports**  
Generate and download reports for any or all accounts.

**Report Type**  
Select a report type ▼

**Account**  
All Accounts ▼

**Date Range**  
From Date → To Date

Export File

Fields	Description
Report Type	The Report Type enables you to choose the type of the report from the dropdown consisting of the following options, which are described later in detail: <ol style="list-style-type: none"> <li>1. Asset Movements</li> <li>2. Account Summary</li> <li>3. Contract Data</li> <li>4. Position Summary</li> <li>5. Settlements</li> <li>6. Standing Requirements</li> <li>7. Trade Register</li> <li>8. FCM Generate Statements</li> </ol> Below is a comprehensive explanation of each of the report types.
Account	The user could select which account the report should correspond to.
Date	A date should be selected for the report.

Report Type	Description
Asset Movements	The Asset Movements report will provide a csv file with the breakdown of balance-impacting movements such as deposits, withdrawals, VM, etc.
Account Summary	The Account Summary report will provide a csv file of the detailed summary of account activity as a result of activity since the last end of day settlement cycle.
Contract Data	The Contract Data report will provide a csv file containing Product & Contract reference data.
Position Summary	The Position Summary report will provide a csv file of positions for a given date.
Settlements	The Settlements report will provide a csv file of settlement prices.

Standing Requirements	The Standing Requirements report will provide a csv file of detailed breakdown of all requirements including Initial Margin, Guaranty Fund, etc.
Trade Register	The Trade Register report will provide a csv file of all trades for a given day.
FCM Generate Statements	The FCM Generate Statements will provide a pdf file of the detailed summary of account activity as a result of activity since the last end of day settlement cycle.

## Positions

Thes pages will display information related to margin positions and deliveries.

### Margin Positions

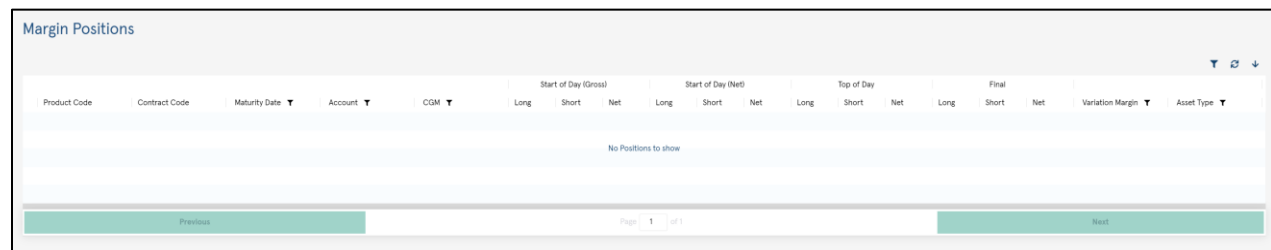
The margin positions page will display the Start of day, Top day and final positions along with the variation margin required for active, unsettled trades.

These values will update once a minute based upon snapshot calculations and activity.

#### Expanding the data

When the page is loaded rows will be displayed for each contract that has open positions. Expanding a row will show the open positions in the contract by the Customer Gross Margin account.

Below is the snapshot of a Margin Positions page with each of the columns explained in the corresponding table.



Column Name	Description
Exchange	The MIC of the exchange where the trade occurred
Product Code	For example, FBT for bitcoin (Symbology used to describe the product)
Contract Code	Combination of product Code, Expiry Month and Expiry Year [PPPMYY]. For example, FBTU23
Maturity Date	Expiration date of the contract.
Account	Clearing member account for which the positions apply
CGM	The CGM provided by the FCM either; via a trade, related to a CAR account or provided during CGM processing.  NAKED – A position in the FCMs clearing account with no CGM value
Start of Day (Gross)	Depicting the long, short and net gross positions at the start of the day.
Start of Day (Net)	Depicting the long, short and net positions at the start of the day.

Top of Day	Depicting the long, short, and net gross positions created within the trading session.
Final	Total position after adjustments. Start of day + top day positions + adjustments.
Variation Margin	Gains or losses from existing positions and trading activities, calculated vs the latest settlement cycle price.
Asset Type	Financial asset classification – US dollar only.

## Post-trade Risk Aggregation (CFE)

Cboe Clear US has built tools allowing for the Cboe Clear US risk department to get better insight to an FCMs customer positions in real-time.

When possible if an FCM can set the relationship between an FCM customer clearing account reference (CAR) and the Customer Gross Margin Account (CGM), this will allow the Cboe Clear US risk team to view a FCMs positions aggregated by CGM and ultimately a better view of an FCMs current risk.

- **CAR** (Customer Account Reference) – This is the customer Account number on the FCMs books and records. For example, an individual or trading desk within a firm.
- **CGM** (Customer Gross Margin) – A group of CARs upon which the FCM would charge margin. This may have a 1 to 1 or 1 to many relationships with CAR. For example, an individual with a single account would have a single CGM whereas a trading firm with many trading desks may have many CARs which relate to a single CGM.

### User Permissions for Risk Management

Users can be permissioned as view only or be given the ability to add and update risk management.

Changes to these permissions should be sent to [clearus.membership@cboe.com](mailto:clearus.membership@cboe.com)

Permissions	Description
Read Pre-Trade Risk	Allows a user to <b>view</b> the existing CAR, CGM and Trading Participant setup in the system and their pre trade risk settings
Write Pre-Trade Risk	Allows a user to <b>add</b> or <b>update</b> CAR and CGM values and set pre trade risk values and <b>update</b> TPH pre trade risk values.

## Customer Accounts

This table describes the relationship set between the CAR and the CGM

Column Name	Description
Customer Account	See description above. 12 characters max alphanumeric and spaces are not allowed.
Type	How the positions in a CAR should be evaluated. <ul style="list-style-type: none"> <li>a. <b>Gross</b> – No netting of positions within the account.</li> <li>b. <b>Net</b> – Netting of customer long and short positions to a single net position number.</li> </ul>



CGM	See description above. Informational purposes only. The CGM account type will be used for intraday SPAN calculations. Can only be modified by the Clearing Firm.
Updated At	
Last Updated by	
Edit	

## Pre-Trade Risk Account Management (CDE)

**NOTE: This section will be deprecated after migration of CDE products to CFE**

This page allows users to set up and manage pre trade risk limits on their customers on the Cboe Digital Exchange.

Cboe Digital Exchange has designed Pre-Trade risk management of an FCM and its customers around a layered approach. These Risk limits are currently daily based limits on exposure of a product and or expiry.

	Risk Layer	Description
Cboe Clear US Risk	FCM	Daily margin and product exposure limit will be defined and administered by the Cboe Digital Risk team.
FCM	Customer Account	Each FCM Customer account needs to be setup.
	Product Limits	Products must be enabled before trades will be accepted.
	Expiry Limits	(Optional) Expiry based limits can be set as required.

- **CAR** (Customer Account Reference) – This is the customer Account number on the FCMs books and records. For example, an individual or trading desk within a firm.
- **CGM** (Customer Gross Margin) – A group of CARs upon which the FCM would charge margin. This may have a 1 to 1 or 1 to many relationships with a CAR. For example, an individual with a single account would have a single CGM whereas a trading firm with many trading desks may have many CARs which relate to a single CGM.

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Changes to these permissions should be sent to [clearus.membership@cboe.com](mailto:clearus.membership@cboe.com)

Permissions	Description
Read Pre-Trade Risk	Allows a user to <b>view</b> the existing CAR, CGM and Trading Participant setup in the system and their pre trade risk settings
Write Pre-Trade Risk	Allows a user to <b>add</b> or <b>update</b> CAR and CGM values and set pre trade risk values and <b>update</b> TPH pre trade risk values.

## CAR Management

This table describes the parameters available for configuration of Pre-trade risk limits.

Column Name	Description
CAR (required)	See description above. 12 characters max alphanumeric and spaces are not allowed.
Type (required)	How the positions in a CAR should be evaluated. c. <b>Gross</b> – Represents the total number of long and short contracts an account holds without netting. d. <b>Net</b> – Represents the total number of long OR short contracts an account holds after netting.
Self-Match Prevention (SMP) (required)	Enabling this will prevent the matching of orders within the same CAR.  If self-match prevention (SMP) is enabled for the CAR, the new order will be accepted and the resting order will be canceled.  When a CAR has been created the table will show: <ul style="list-style-type: none"> <li>A green box will indicate the function is enabled.</li> <li>A blank box will indicate the function is not enabled.</li> </ul>
Default Max Order Size	The default max order size for all products that are enabled. The risk control will reject an order or a modify where the quantity submitted is greater than the limit set. Product max order size (below) will override this value.
CGM Account	See description above. Informational purposes only. The CGM account type will be used for intraday SPAN calculations. Can only be modified by the Clearing Firm.
Product (required)	Products which an account can trade must be enabled before trades will be accepted. Example product codes: FBT – Bitcoin financially settled Futures FET – Ether Financially settled Futures
Expiry Limit	(Optional) Long and Short Exposure limits can be set at the expiry level to better control access to expiring contracts or exposure to calendar spreads.
Max Order Size (Product)	The maximum order size that can be entered for a specific product. Value set at the Product level will apply to all expiries. The default max order size is overridden by product max order size limit,
Max Short (Exposure)	These limits can be applied at the product or expiry level.  New orders are rejected if the result of their execution would create a long or short exposure that is greater than the exposure limit. Existing positions and working orders are evaluated for this control.
Max Long (Exposure)	<p><b>Net Account Exposure Calculations</b></p> <p>Long Exposure = Long position qty – Short position qty + working buy orders</p> <p>Short Exposure = Short Position Qty – Long Position Qty + working sell orders</p> <p><b>Gross Account Exposure Calculations</b></p> <p>Long Exposure = Long position qty + working buy orders</p> <p>Short Exposure = Short Position Qty + working sell orders</p>

Edit	<div>Edit – Allows updates to the existing risk settings. (See details below). Changes must be saved or dismissed.</div> <div><div>Dismiss</div><div>Save Changes</div></div> <div>Clone – Provides a quick way to setup a new CAR with the same settings as an existing entry</div>
------	--

A value is required for all fields that contain an asterisk. A description of the fields can be seen in the table below.

### Setting up Pre-Trade risk limits

The following steps should be followed to set up new pre trade risk limits.

1. Click “Add CAR”.
2. Enter the CAR reference. (See the description above)
3. Select the type of CAR you are creating.
4. Choose whether self-match prevention should be enabled.
5. Set the default Max order size.
6. (Optional) A CGM can also be related to the CAR but using the dropdown (see CGM setup below)

You can save this new CAR or continue to add the Products that should be permissioned to trade.

2

CAR

Enter CAR \*

3

Type \*

Select

4

Self Match Prevention \*

Select

6

CGM Account

CGM Account

5

Default Max Order Size

Enter Default Max Order Size \*

Products

Add new Product

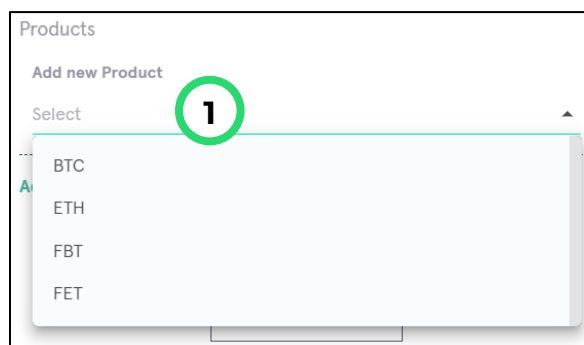
Cancel

Save

## Adding Products

Products which an account can trade must be enabled before trades will be accepted. Individual product limits are not required.

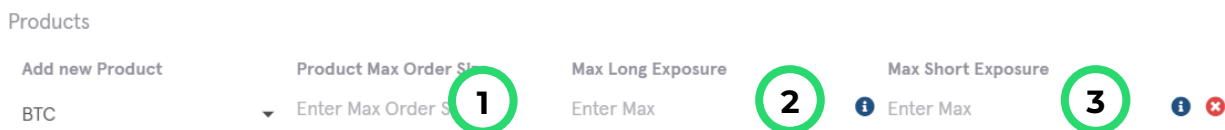
1. Click Add a new Product.
2. Select the product from the list.
3. Repeat for all products that an account should be enabled for.



## Setting Product limits

These values are optional and only required should product specific limits be required.

1. Set the Product specific max order size.
2. Set the Product Max Long and
3. Max Short exposure limits.
4. Repeat for all product that need to have limits set.



Note: Leaving these values empty will not constrain the position that an account can accumulate across all contracts within a product.

## Removing a product

Products can be removed by clicking the red X icon during the setup or by selected delete after clicking edit against an existing CAR entry.

## Setting Limits by Expiry

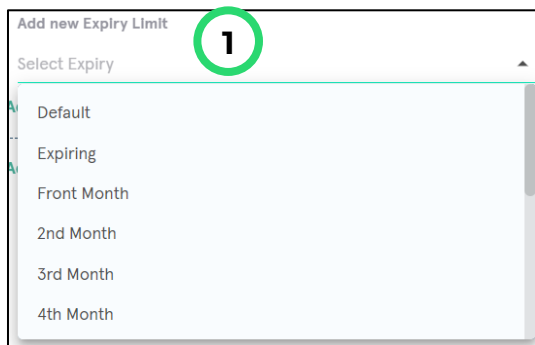
Limits can also set at the expiry level if required. These limits are not tied to the contract naming convention but related to the order in which contracts expire.

Expiry	Description
Default	Applies Long and short exposure limits to all individual expires
Expiring, Front Month, 2 <sup>nd</sup> Month etc	Allows exposure limits to be set at specific expiry periods.

**Note:** The front month contract will move to the expiring contract at a set number of days prior to expiry.

## Steps

1. Select an expiry from the dropdown.
2. Set the Max Long and
3. Max Short Exposure specific to the expiry selected.
4. Repeat for any expiries that need to have limits set.



Add new Expiry Limit

Select Expiry

- Default
- Expiring
- Front Month
- 2nd Month
- 3rd Month
- 4th Month



Add new Expiry Limit

Max Long Exposure

Max Short Exposure

Default

Enter Max \*

Enter Max \*

A CGM, it can be created either in the CAR Management section or CGM Management section.

## Editing an Existing CAR

Each entry in the CAR table can be edited.



Edit | Delete | Clone

Clicking Edit will reveal fields that can be edited as well as the Add New Product and Add Expiry options.

- Edits to the Type, Default Max Order Size and CGM can be made.
- CAR with no products
  - The Add New Product option will be displayed.
- CAR with Products limits.
  - Edits to the Max Order Size, Max Short (Exposure), Max Long (Exposure) can be made.
  - The Add New Product option will be displayed.
  - The Add Expiry option will be displayed.
- CAR with Expiry Limits set
  - (Expanding the Product code using the green chevron may be required)
  - Edits to the Max Short and Long (Exposure) can be made.

## Delete an Existing CAR

Removing an existing CAR can be performed using the delete button next to an existing CAR.

Please make sure that the respective CAR does not have any open positions or working order before attempting to delete the CAR.

A horizontal button bar with three buttons: 'Edit' in green, 'Delete' in red, and 'Clone' in blue, separated by vertical lines.

1. Click delete next to the CAR setup that you wish to remove,
2. A pop up will appear asking for confirmation,
3. Click Delete to complete the action or cancel go back to the CAR management screen without deleting.

### Cloning an Existing CAR setup

An existing CAR can be used as a starting point to setup new Pre-Trade risk limits.

A horizontal button bar with three buttons: 'Edit' in green, 'Delete' in red, and 'Clone' in blue, separated by vertical lines.

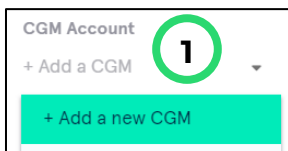
1. Click Clone next to the top row of a CAR in the management screen,
2. A dialogue will open that represents the product enabled and limits of the existing CAR,
3. Enter the NEW CAR name,
4. Update any of the existing fields,
5. Click Save.

## CGM Management

While it is not necessary for FCMs to indicate the CGM (Customer Gross Margin) account for a set of CARs, it is recommended for intraday monitoring of risk. The CGM account type will be used for intraday SPAN calculations.

### Creating a new CGM

Create a new CGM can be completed while setting up Pre-trade risk for a CAR (above) or though the CGM Management screen.



1. Click Add new CGM.
2. Set the CGM Name.
3. Select the Type (see type descriptions below).
4. Add an optional description.

ADD NEW CGM

CGM Name

Enter name \*

Type

Select

Description

Add Description \*

Cancel

Save

CGM Types

CGM Type	Description
Net CGM	A Net CGM reference will indicate that positions across related CARs can be netted for margining
Gross CGM	A Gross CGM should be used in the case that margin offsets should not be considered.

CGM Management table

CGM Management

CGM Code

Associated CARs

Type

Description

Edit

No CGMs found

Previous

Page 1 of 1

Next

Column Name	Description
CGM Code	The CGM name set when it was created
Associated CARs	The CARs that have been associated with the CGM
Type	The CGM account type (described above)
Description	The optional description added when creating the DCGM
Edit	Edit – Allows direct editing of the Type and Description for a CGM. Delete – Removes the created CGM. A popup will display to confirm the user action. Changes must be saved or Dismissed.

Dismiss

Save Changes

## Treasury

### Balance Details

On this page displays a full rundown of an accounts balance information. A snapshot of the treasury balance details page can be seen below with a description of each of the columns.

Account: RST-C Balance Details											
Asset Type ▼	FD ▼	Opening ▼	Spot Movements ▼	Ex Fees ▼	CL Fees ▼	Other Fees ▼	Asset Movements ▼	Realized P&L ▼	Futures Delivery ▼	Closing ▼	Total Equity ▼
Reserved Margin ▼											
No Balances to show											

Account: RST-C Balance Details											
Asset Movements ▼	Realized P&L ▼	Futures Delivery ▼	Closing ▼	Total Equity ▼	Reserved Margin ▼	Closed Reserved Margin Loss ▼	Total Excess Deficit ▼	Net Liquidating Value ▼	Ref Price ▼	Total USD Value ▼	Reserved OTE ▼
Closed Reserved Margin Profit ▼											

Column Name	Description
Asset Type	The classification of financial instruments that are held or traded within the clearing account.
Opening	Opening Balance. The initial state of the clearing account at the start of a trading period or settlement cycle.
Spot Movements	Changes in the balance of the clearing account due to spot trades, which involve the immediate purchase or sale of financial instruments.
Ex Fees	Exchanges Fees. Fees charged by the exchange for trade related executions.
CL Fees	Clearing Fees. Fees charged for clearing and settling trades through the clearinghouse.
Other Fees	Any additional fees or charges that may apply to trading or maintaining positions in the clearing account.
Asset Movements	Refers to changes in the balance of the clearing account due to various transactions involving different asset types.
<i>Futures Delivery</i>	<i>For possible future use.</i>
Variation Margin	Total variation margin across all contracts calculated vs the latest settlement cycle price.
Closing	The final state of the clearing account at the end of a trading period or settlement cycle.
Total Equity	The sum of the account's cash balance and the value of all open positions.
Initial Margin	
Total Excess Deficit	The difference between the total equity and the reserved margin, indicating whether there's excess or a deficit in collateral.



Net Liquidating Value	The account's total value, including both equity and reserved margin.
Ref Price	The price used as a benchmark for valuation or settlement purposes.
Total USD Value	The total value of assets in the clearing account, denominated in US dollars.

## Funding

The funding page will provide information related to deposits (view-only data) and withdrawals.

Funding Source

Choose Account  
Select Account

Asset Type

Select Asset

Funding Method

Select Funding Method

Dropdown choices	Description
Choose Account	This section will list all available accounts a user has access to. If there is more than one account, please choose the relevant account.
Asset Type	The asset type identifies the type of asset that will be deposited or is requested to be withdrawn. Please note, at this time the asset type will only be USD.
Funding Method	<p>Two options will be provided. Each option will display its own unique required inputs. Screenshots of each section is provided below.</p> <ol style="list-style-type: none"> <li>Wire Deposit Information for Cboe Clear US <ul style="list-style-type: none"> <li>Routing/ABA#</li> <li>Account#</li> <li>Recipient Name</li> <li>Recipient Address</li> <li>Recipient Bank</li> <li>Bank Address</li> <li>Reference Code</li> </ul> </li> <li>Wire Withdrawal <ul style="list-style-type: none"> <li>Bank Account</li> <li>Amount</li> </ul> </li> </ol>


## Deposit Information

1. Click the funding source dropdown and chose an account.
2. Select the asset type.
3. Chose "Wire Deposit" from the Funding method.

This will display the banking information that can be used to send funds to the clearing account.

Funding Method

Wire Deposit

 **Banking information**

Please send a FED wire or send an ACH using the following information including the Reference code

Routing/ABA #

Account #

12345

Recipient Name

Recipient Address

Recipient Bank

bmo

Bank Address

Reference Code\*

## Withdrawal Requests

1. Click the funding source dropdown and chose an account,
2. Select the asset type,
3. Chose "Wire Withdrawal" from the Funding method,
4. Chose the destination Bank Account to where you wish to withdraw the fund,
  - a. The bank account will be setup by the Cboe Clear US Treasury team during onboarding,
  - b. New SSI (Standard Settlement Instructions) should be communicated to the Treasury team when needed,
5. Enter the Amount of the withdrawal request,
6. Click Withdraw.

The withdrawal request will be sent to the Cboe Clear US Treasury team for approval.

## Trades

Users are able to see trade activity for the accounts they have access to.

All the columns are sortable and searchable. A snapshot of the trades page can be seen below with a description of each of the columns.



Column Name	Description
Trade Date	Date the trade was initiated.
Execution Time	Date and time the trade is executed. The timestamp would be in
Trade ID	A unique identifier assigned to the trade for tracking and reference purposes.
Exchange	The MIC of the exchange where the trade occurred
Product	The underlying cryptocurrency trading symbol where: FBT – Bitcoin FET – Ethereum
Contract	Combination of product Code, Expiry Month and Expiry Year [PPPPMMYY]. For example, FBTU23
Account	Clearing member account for which the positions apply
Trade Type	Trade type: REGULAR, BLOCK, DELIVERY, REVERSAL, REPLACE, POSITION_TRANSFER
Side	Indicates whether the trade is a buy (long) or sell (short) transaction.
Quantity	The number of units or contracts of the traded product involved in the transaction.
Price	The price at which the trade was executed.
CGM	The CGM provided by the FCM either; via a trade, related to a CAR account or provided during CGM processing. NAKED – A position in the FCMs clearing account with no CGM value
CAR	This is the customer Account number on the FCMs books and records. For example, and individual or trading desk within a firm.
CTI	An indicator that specifies the type of customer or entity initiating the trade.
Origin	Customer or House
Aggressor	The aggressor is the party in a trade who initiates the transaction and takes the active role in determining the trade's price and execution.
Spread ID	The spread identifier links all trades (per side) corresponding to a spread trade execution. This field is only populated for complex orders and not for single orders that are part of a complex trade execution.

Submitter	The submitter, also known as the passive side or resting order, is the party that submits an order to the market without actively seeking execution.
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## Position Adjustments

Note: *The Position Adjustments screen will be editable after 4:30pm Central Time until 8:00am the following day. Any manual adjustments made after 7:30 pm will be part of the morning adjustments.*

The notion of the position adjustment page should be a manual version of the PCS file process. User will have the ability to enter long or short information within the UI that can be used to replace the latest PCS submission for a given contract.

Note: Positions not associated with a CGM are grouped together in their own row and classified as NAKED.

Position Adjustments												
This page is used for manual updates to PCS processing and will be editable after 16:30 but before 20:00 for T-1 trade date evening adjustments and from 20:30 to 08:00 the next morning for T-1 trade date morning after adjustments.												
Account	Theresa Co Customer											
Trade Date	Account	Exchange	Product	Contract	Expiry Date	EOB Long	EOB Short	Adj Long	Adj Short	Pending Adj Long	Pending Adj Short	Desired Long
No Positions available for Adjustment												

At the end of the row for a given contract, the user will have the ability to enter the net positions for the given row as either “Desired Long” or “Desired Short.”

The following steps should be completed to make position adjustments:

1. Only one of the two numbers need to be entered.
2. If both numbers (“Desired Long”, “Desired Short”) are entered, calculation must be performed to make sure it is a valid entry. Meaning the difference between the netted down positions must be the same as the difference between the gross positions.
3. Upper bound for longs = Gross longs – 0
4. Lower bound for long = Gross longs - Gross Shorts

In the event that a PCS file and a UI adjustment are both entered for a given contract/CGM combination, whatever happens last wins.

Example: UI update made at 2pm for contract a cgm123. PCS file submitted at 5pm for same contract. The PCS file update is what gets implemented.

Description of columns in the Position Adjustments screen

Column Name	Description
Trade Date	Date the for the position the instruction is effecting.
Account	Clearing member account for which the positions apply
Exchange	The MIC of the exchange where the trade occurred

Product	The underlying cryptocurrency trading symbol where: FBT – Bitcoin FET – Ethereum
Contract	Combination of product Code, Expiry Month and Expiry Year [PPPMYY]. For example, FBTU23
Expiry Date	Expiration date of the contract.
EOD Long	End of day Gross long Positions.
EOD Short	End of day Gross Short Positions.
Adj EOD Long	EOD Long + any already completed adjustments. i.e. PCS file processing.
Adj EOD Short	EOD Short + any already completed adjustments. i.e. PCS file processing.
Pending Adj Long	The requested Long position value after any adjustments are processed.
Pending Adj Short	The requested Short position value after any adjustments are processed.
Desired Long	A number entered that is the desired number of long positions.
Edit	The positions can be adjusted.

## Additional Information

Should you have any questions regarding the Client Member Portal, please email [clearus.operations@cboe.com](mailto:clearus.operations@cboe.com)