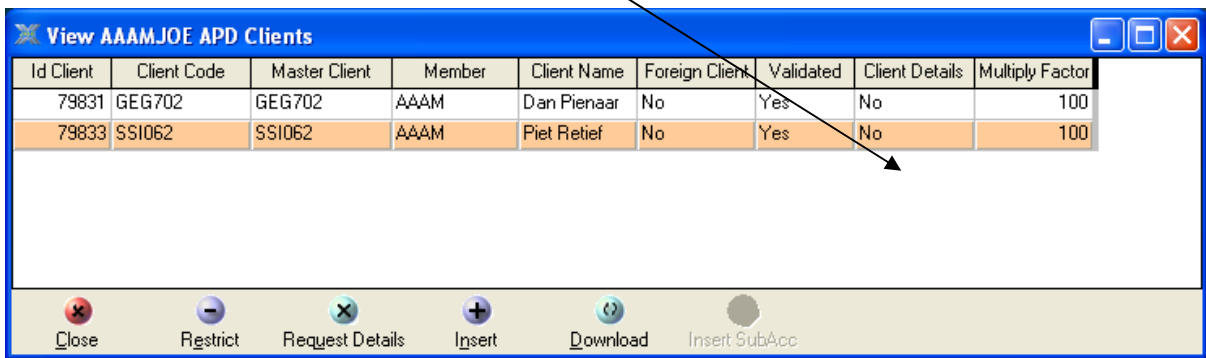


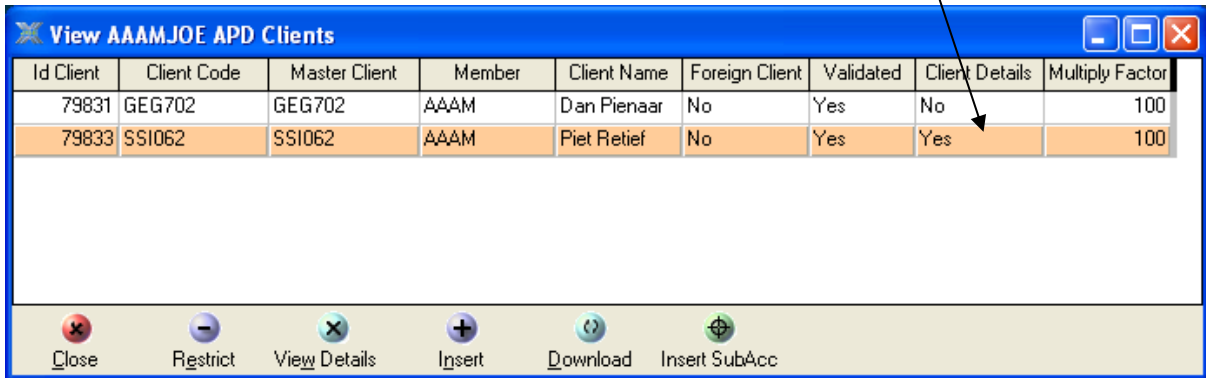
PROCESS DEFINED IN ORDER TO LOAD CLIENT SUB-ACCOUNTS

1. Provide the necessary supporting documentation and forward the request to commodities@jse.co.za in order for the JSE to enable client sub-accounts on a master client code.
2. Once the Commodities Division has activated and flagged the specific client to allow sub-accounts you need to add client sub-accounts via the Nutron front end.
3. Go to **“Agris Views”, “APD View Clients”**. Select the client that have been flagged to allow sub-account.



Id Client	Client Code	Master Client	Member	Client Name	Foreign Client	Validated	Client Details	Multiply Factor
79831	GEG702	GEG702	AAAM	Dan Pienaar	No	Yes	No	100
79833	SSI062	SSI062	AAAM	Piet Retief	No	Yes	No	100

4. If the **“client details”** is **NO** then you first have to **“Request Details”** to change it to **YES** because the **“Insert SubAcc”** only activates when the client details can be accessed



Id Client	Client Code	Master Client	Member	Client Name	Foreign Client	Validated	Client Details	Multiply Factor
79831	GEG702	GEG702	AAAM	Dan Pienaar	No	Yes	No	100
79833	SSI062	SSI062	AAAM	Piet Retief	No	Yes	Yes	100



5. Select "Insert SubAcc". The following view will appear:

Enter a Client Sub Account for SSI062

Trading | Contact Details | Banking

Client

Individual

Staff Account * NO

Client Code

Client Name * Piet Retief

Additional Name

Date of Birth 01/01/1970

C.C. Registration Number * 000000000

Passport Number

Date Entered 01/01/1970

Date Validated 01/01/1970

Trading

Member * AAAM

VAT Registration * N/A

Income Tax Number * N/A

Foreign Client

Discretionary Managed * NO

Client Sub Account

Master Client * SSI062

OK Cancel

All mandatory fields must be completed before the client sub-account will be inserted.

Your client sub-account will be added once you've Clicked the "OK" button and then you will get a pop-up message asking you if you would like to load another client sub-account.

Confirm

Load another client?

Yes No

6. You also get a pop-up message to give you the new client sub-account code which will appear on your client list.

Information - APD

116 Client 792VXI - Piet Retief has been loaded

OK

7. You still have to validate this new client sub-account.

Id Client	Client Code	Master Client	Member	Client Name	Foreign Client	Validated	Client Details	Multiply Factor
79831	GEG702	GEG702	AAAM	Dan Pienaar	No	Yes	No	100
79833	SSI062	SSI062	AAAM	Piet Retief	No	Yes	Yes	100
80214	792VXI	SSI062	AAAM	Piet Retief	No	No	Yes	100

The new client sub-account code will be in the **“Client Code”** column and the master client code next to it.