How To Create Futures Broker

Please Follow to below steps to create a new Futures Broker.

1. Go to Risk Management > Maintenance Section > Futures Broker

A Home C iRely	y LLC		Filter Menu Q	Screens 🔔 Notifications 😰 🗐 Activities 🤗
1 Dashboard	Management			
System Manager	Civianagement			
Common Info	ities	Maintenance De	erivatives	Reports
Scheduling Covera	age/Risk Inquiry	Brokerage Accounts Ass	sign Derivatives	Consolidated Profit/Loss
General Ledger Positio	n by Period Selection	Credit Insurance Bas	sis Entry	Daily Position Report
Daily P	Position Inquiry	Futures Broker Dai	ily Average Price	DPR Compare
Financial Reports Sourcir	ng Report	Futures Markets De	rivative Entry	DPR Summary Log
Recond	ciliation Broker Statement	Futures Price Fut	tures 360	Open Derivatives Position Report
Collate	eral	Futures Trading Months Ma	irk To Market	Periodic Futures Clearing House Statement
🚍 Dealer Credit Cards Profit a	and Loss Analysis	M2M Configuration Ma	itch Derivatives	Position Reconciliation Report
Positio	on Change Analysis	Options Trading Months Op	tion Lifecycle	Realized Profit/Loss
Positio	on Analysis Report	Risk Rating Matrix Phy	ysical vs Futures	Risk Report By Type
Purchasing (A/P) Curren	icy Exposure	Set	tlement Price	
		Sw	itch Position	
Sales (A/R)				
Payroll Custo	om Views			
Contract Management Derivat	tive Entry			
Risk Management	Ð			
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2. In Search Futures Broker Screen, Click New Button.

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Fu	tures Broker						
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	Entity No	Name 📤	Phone	Address	City	State	Zip Code
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	1005032	1000					

3. In Create New Entity Screen, populate necessary details then click Find Duplicates Button.

Entity Vendor General Locations	Create New Entit				×
Name *		Close			
Contact Name	Details				
Class		This screen can be used to add a	new Entity	if no duplicate entity exists or	
Location Name		it can be used to check for Duplica	ate Entities	and merge them.	
Search Address Enter address to se	Name	Sample Broker			
Address	Contact	Broker Contact			
	Location	Broker Location			
City	Phone	123-456-789			
Zip/Postal	Email	broker.sample@email.com			
Time Zone	Search Address	Enter address to search			
Document Delivery	Address				0
External ERP ID					
Line of Business	City		State		-
Line of Business	Zip/Postal		Country	Switzerland	~
	Time Zone				~
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	Line of Business				•

4. In Duplicate Entities Screen, If you want to merge the new Futures Broker in existing one you may click Merge Button. Else, Click Add Button

Duplicate Entition											
Add Merge Close											
Details											
X Remove	ben Export • ⊞ Vi	iew Filter (F3)		-11		Address	The (Densted	0.1	Table Table	11-1-01	D
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6. Go to Vendor Tab > Detail Tab, populate necessary details

Entity Vendor Genera	I Locations Contacts Split Farm History Messag	es Activities Attachm	nents Audit Log Entity Type
Detail Dealer Credit Car	d Taxing Pricing Lien Holder Store Import Info		
Туре	Company	 Tax No 	
Vendor Account No	ACC0001	Tax State	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
GL Account		🔍 Tax Code	
Currency	CHF	 Withholding 	Match Vendor Cost
Pay From Bank Account		V FLO Id	
Credit Limit		0.00 Legacy Vendor ID	
Parent Vendor		~	Payment Control
Payment Method	Cash	~	✓ Active
Ship From	Broker Location	~	Always Discount
Pay To Address	Broker Location	~	Hold
Ship Via		~	One voucher per payment
Primary Entity Group		~	Create voucher for pending payables
Default Terms	Due on Receipt	~	Post voucher for pending payables
	Specific Terms		
	+ Insert X Remove Export View Filter (F3)		Exposure Inquiry
	Terms		Risk Indicator
	Due on Receipt		Business Volume 0
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Click Save Button.