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**To:** OTC Authorised Traders  
**From:** Market Operations  
**Date:** August 15 2014

**Market Circular 009: PROCEDURE FOR SUBMISSION OF ACCOUNT OPENING FILES TO CSCS**

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Please be informed that you can now submit your account opening files for NASD investors to CSCS via its Data-Exchange online Portal. The portal is an existing system that facilitates seamless submission of Client information/data to CSCS for the purpose of creating CSCS accounts.

We have detailed below the steps to follow in this regard:

1. Please write to CSCS to request registration on Data-Exchange portal. Attach a cheque of N10, 000 for the processing and Token Setup.
2. CSCS will return Data Exchange Portal Token and Login details to the Participating Institution.
3. Please logon to Data-Exchange portal going forward to submit NASD account creation files to CSCS.

Kindly send a mail to [info@nasdng.com](mailto:info@nasdng.com) or call Eugene/Gbubemi on 4605008 should you require any clarifications and or additional information in this regard.

Best Regards

NASD PLC.

Contact us at:

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