**Procedure for Authorized Clearing Filing**

（August 2019）

1. **Business Description**

Special overseas participants must entrust a member of the domestic futures firm (hereinafter referred to as the “Authorized Clearing Member”) to handle clearing, delivery and other related business. The Authorized Clearing Member shall undergo the formalities of authorized clearing filing at the Clearing Department at the Shanghai International Energy Exchange prior to proceeding with the relevant business.

1. **Authorized Clearing Filing**

1. The Authorized Clearing Member and the special overseas participant shall sign an authorized clearing agreement.

2. The Authorized Clearing Member shall submit the following materials to apply for authorized clearing filing:

* Authorized Clearing Agreement
* Application Form for Authorized Clearing Filing (Appendix 1: “Added” shall be filled in “Filing Type”)
* Letter for the Authorization of a Legal Representative for the Fund Operator (which can be downloaded from the official website of the Shanghai International Energy Exchange)

3. The Clearing Department at the Shanghai International Energy Exchange shall review the authorized clearing filing materials.

4. Upon completion of the review, the Clearing Department at the Shanghai International Energy Exchange shall inform the Authorized Clearing Member.

1. **Changes to the Authorized Clearing Relationship**

1. In case of any changes to the authorized clearing relationship, the Outgoing Authorized Clearing Member and the Incoming Authorized Clearing Member must submit materials related to the changes to the Clearing Department at the Shanghai International Energy Exchange prior to the expiry of the agreement’s validity, or ten trading days before the changes in the authorized clearing relationship as agreed.

2. Required Materials for Changes to the Authorized Clearing Relationship

* For the Outgoing Authorized Clearing Member: Application Form for the Revocation of Authorized Clearing Filing, agreement to cancel the original authorized clearing relationship, Certificate to Authorize the Revocation of a Legal Representative for the Fund Operator (which can be downloaded from the official website of the Shanghai International Energy Exchange)
* For the Incoming Authorized Clearing Member: Application Form for Authorized Clearing Filing, Application Form for Authorized Clearing Filing, and Letter for the Authorization of a Legal Representative for the Fund Operator

3. The Clearing Department at the Shanghai International Energy Exchange shall complete the audit, and give notice on the agreed clearing date of the changes to the authorized clearing relationship within ten trading days.

4. On the agreed clearing date, the Outgoing Authorized Clearing Member and the Incoming Authorized Clearing Member shall undergo formalities for changes to the authorized clearing relationship at the Shanghai International Energy Exchange, including confirmation of the transfer list, the fund operator’s opening/revocation, and other relevant procedures. The Outgoing Authorized Clearing Member shall ensure the completion of receipt and withdrawal of foreign exchange and warrants, delivery, and all other businesses involving overseas participants.

1. **Revocation of Authorized Clearing Filing**

1. Where the special overseas participant fails to meet the corresponding eligibility criteria and is disqualified from application or is disqualified from the Shanghai International Energy Exchange, the Authorized Clearing Member shall terminate the authorized clearing relationship with the special overseas participant within 30 trading days from the date on which the special overseas participant revokes or agrees to terminate their qualification.

2. Required Materials for the Revocation of Authorized Clearing Filing

* Application Form for the Revocation of Authorized Clearing Filing (Appendix 1: “Revoked” shall be filled in “Filing Type”)
* Termination of the Authorized Clearing Agreement
* Certificate to Authorize the Revocation of a Legal Representative for the Fund Operator

**Appendix 1:**

**Application Form for Authorized Clearing Filing of the Shanghai International Energy Exchange**

|  |  |  |  |
| --- | --- | --- | --- |
| Member Name |  | Member No. |  |
| Overseas Special Participant Name |  | Overseas Special Participant No. |  |
| Overseas Special Participant Type | Broker Non-Broker |
| **Member’s Dedicated Fund Account** |
| Bank Name (Main Account Bank) | Filing Type | Currency  | Account No. |
|  | ☐Added☐Canceled  | ☐☐ |  |
| Bank Name | Filing Type | Currency | Account No. |
|  | ☐Added☐Canceled | ☐☐ |  |
| Bank Name | Filing Type | Currency | Account No. |
|  | ☐Added☐Canceled | ☐☐ |  |
| For more dedicated fund accounts, please fill in “Application Form for Authorized Clearing Filing—Table of Member’s Dedicated Fund Account (Continued)” as below. |
| **Member’s Signature** |
| Legal Person’s Signature of the company: | Employer’s Official Seal: |
| Date: (mm/dd/yy) |
|  Clearing Handler: Clearing Verifier: |
| Date: (mm/dd/yy) | Date: (mm/dd/yy) |

**Application Form for Authorized Clearing Filing of the Shanghai International Energy Exchange (Continued)**

|  |  |  |  |
| --- | --- | --- | --- |
| Member Name |  | Member No. |  |
| Overseas Special Participant Name |  | Overseas Special Participant No. |  |
| Overseas Special Participant Type | ☐Broker ☐Non-Broker |
| **Member’s Dedicated Fund Account(Continued)** |
| 1. **4.**  Bank Name
 | Filing Type | Currency |  Account No. |
|  | ☐Added☐Canceled  | ☐☐ |  |
| **5.** Bank Name | Filing Type | Currency | Account No. |
|  | ☐Added☐Canceled  | ☐☐ |  |
| **6.** Bank Name | Filing Type |  Currency | Account No. |
|  | ☐Added☐Canceled  | ☐☐ |  |

Official Seal of the member：

Employer’s Official Seal: