

Cboe Options Exchange TPH Organization Application Requirements

All applications for new TPH organizations and associated persons must be submitted to the Membership Services Department. Applications will be processed on a rolling basis. The application process generally takes 3 – 4 weeks provided that the organization and/or associated persons do not have previous disclosures.

THE FOLLOWING ITEMS ARE NEEDED AT THE TIME OF SUBMISSION:

- Trading Permit Holder Organization Application and Fee (\$5,000)
- Current Financial Statement or Focus Report
- IRS Form W-9 or W-8
- Registration Certificate of Incorporation, Limited Partnership or Formation
- Articles of Incorporation and Bylaws (Corporation)
- Limited Liability Company (LLC) Operating Agreement
- Partnership Agreement (Partnership)
- SEC Broker-Dealer Registration Application (Form BD)
- For every individual direct owner, executive officer, and control person that is required to be disclosed on Schedule A of the Form BD:
 - Individual Consent to Jurisdiction
 - Contact information (phone number and business email address)
 - Fingerprints (excludes Limited Partners, corporate shareholders and LLC members with less than 5% ownership)
 - Complete Form U-4, Sections 1, 8, 9, 10, 11, 12, 14 and 15A
- For any entity listed as a direct owner on Schedule A of Form BD
 - Organization Consent to Jurisdiction
- Transact Business with the Public Application and Fee (\$3,000) (if applicable)
- Order Service Firm Application and Fee (\$1,650) (if applicable)

BEFORE APPROVAL:

- SEC Broker-Dealer Approval
- Tax Identification Number
- Disclosure Review for every individual direct owner, executive officer, and control person
- Copy of Rule Violations (if applicable)
- Criminal Record Documentation (if applicable)
- Clearing Trading Permit Holder Connectivity Guarantee for Login Access (if applicable)
- Appropriate qualification examinations and registrations on WebCRD
 - TD - Securities Trader (S57TO)
 - CT - Securities Trader Compliance Officer (S14)
 - TP - Securities Trader Principal (S24)
 - FN – Financial and Operations Principal (S27)
 - Securities Industry Essentials (SIE) Examination