



CME CLEARING ADVISORY NOTICE

10-340

To: Clearing Member Firms
Back Office Managers

From: CME Clearing

Subject: CME Group Firm Contact System (FCS)

Date: August 9, 2010

In the near future, the CME Group Firm Contact System (FCS) will be available to all Clearing Member Firms. FCS provides a number of features:

- Web-based accessibility via CME Group's portal (CME Connect)
- Quick access to all Clearing Member Firms' Contact Information
- Self-Management of Clearing Firm Contact Information

In order to prepare for the launch, every firm must designate one or more individuals as administrators who will be responsible for reviewing and updating contact information. These individuals will need to have administrative rights and access to the portal.

*Please submit your designated administrator's information by **Friday, August 20, 2010** through the online form [found here](#).*

Training Classes

On ***Friday, August 27, 2010***, Global Operations Education and Clearing House will conduct training classes on FCS for all Clearing Member Firm administrators at the following times:

10:30 A.M. – 11:30 A.M. CST
2:30 P.M. – 3:30 P.M. CST

Registration for either of these classes can be completed using the online form linked above.

For any questions, please contact Nancy Choi at nancy.choi@cmegroup.com or 312-930-8175.