

ETS Connect UK User Production Onboarding Guide v1.0

Enterprise and Redistributor Users

01 June 2026

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1. Introduction

This guide outlines the process for Onboarding in the ETS Connect UK Production environment for the following licence types:

- Enterprise
- Redistributor
- Enterprise + Redistributor

There is a separate guide on the ETS Connect UK website for Individual, Retail, Academic and Non-Commercial users.

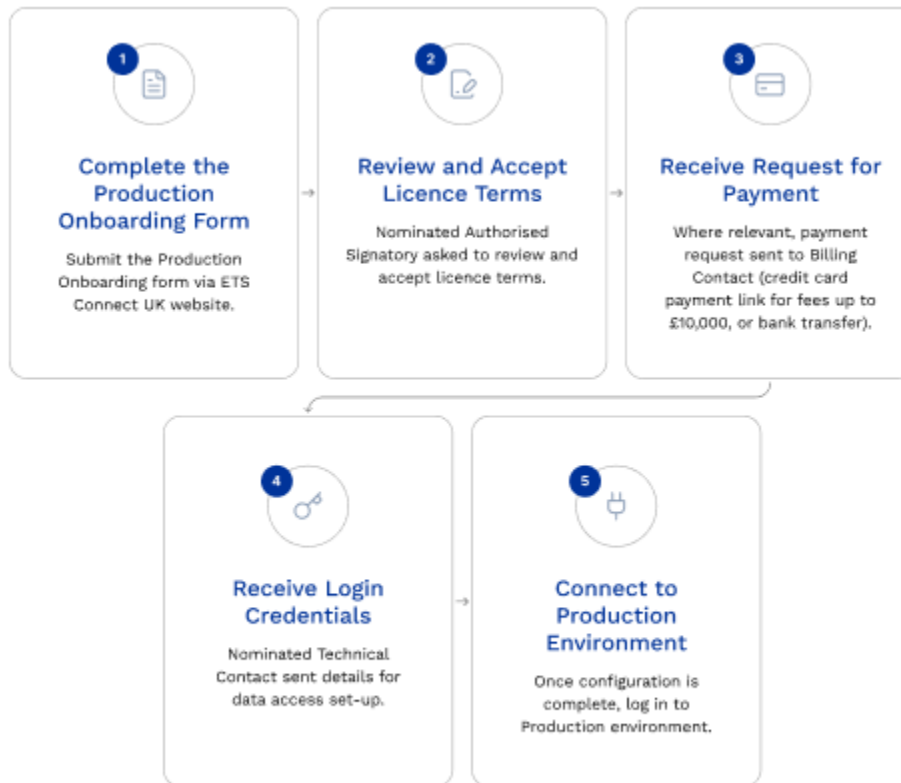
Please see the Licence Types and Fees table to confirm what licence type you require: [Licence Types and Fees | ETS Connect – UK](#).

The individual completing the Production Onboarding form on behalf of their organisation will be designated as the primary point of contact for all onboarding related matters.

Note for Redistributors:

This Onboarding guide relates to the onboarding of the Redistributor itself as a licensee. For details on the obligations for Redistributors relating to the provision of data to their end-users, please see [Licence Types and Fees | ETS Connect – UK](#).

The key steps in the onboarding process for Enterprise and Redistributors are:



As part of the Onboarding process:

- Please ensure **the correct licence type(s)** is selected on the onboarding form. Please see the Licence Types and Fees table to confirm what licence type you require: [Licence Types and Fees | ETS Connect – UK](#).
- Contact details for **authorised signatory** must be provided who will receive an email requesting acceptance of the applicable licence terms.
- A **billing contact** must be provided to receive a payment link to make advance payment (where fees are due).
- A **technical contact** must be provided to receive connectivity details

2. How to submit a Production Onboarding Request

Requests are made by completing the online Production Onboarding form available on the ETS Connect UK website: [User Onboarding | ETS Connect – UK](#).

Section 1. Licence Type

USING THE DATA

Production Onboarding Form

Section 1. User Licence Type

1.1 Type of Licence *

- Enterprise
- Redistributor
- Enterprise + Redistributor
- Individual
- Non-Commercial
- Retail
- Academic

If you are an Enterprise user and Redistributor, select the Enterprise + Redistributor licence.

1.2 Revenue Tier (For Enterprise Users only) *

1.3 Data Type *

- Real Time
- Historic

Section	Field	Details
1.1	User Licence Type	Select Enterprise, Redistributor or both, depending on your required licence.
1.2	Revenue Tier	For Enterprise, please select the appropriate revenue tier from the dropdown menu.
1.3	Data Type	Please select which option(s) you require. Data Type(s) include both real-time data for immediate, up-to-date insights and historical data for analysing past records and identifying trends
1.4	LEI	Provide the Legal Entity Identifier (LEI) in ISO 17442 format (20 characters) (as per GLEIF). If you do not have an LEI, please input: XXXXXXXXXXXXXXXXXXXX
1.5	Permitted Affiliates LEI	List subsidiaries or affiliates of your company that require access under your licence agreement. Use the (+) button to add entries.

Section 2. Licensee Details

Section 2. Licensee details

Please complete all required entity information fields with a * as follows:

2.1 Legal Entity Name *

2.2 LEI *

Please provide LEI in ISO 17442 format
0 of 20 max characters.

2.3 Permitted Affiliates LEI

⊕ ⊖

0 of 20 max characters.

2.4 Licensee Contact Name *

First

Last

2.5 Licensee Contact Email Address *

Personal email cannot be used in this field

Section	Field	Details
2.1	Legal Entity Name	Enter the full legal entity name of your company (matching the name in GLEIF).
2.2	LEI	Provide the Legal Entity Identifier (LEI) in ISO 17442 format (20 characters) (as per GLEIF). If you do not have an LEI, please input: XXXXXXXXXXXXXXXXXXXX
2.3	Permitted Affiliates LEI	List subsidiaries or affiliates of your company that require access under your licence agreement. Use the (+) button to add entries.

2.4	Licensee Contact Name	Enter your first and last name.
2.5	Licensee Contact Email Address	Please input your corporate email address.

Section 3. Technical Contact for Connectivity

Provide technical contact details for the person (or team email address) who should manage your connectivity requests.

3.1 Technical Contact Name *

First

Last

3.2 Technical Contact Email Address *

Personal email cannot be used in this field

Section	Field	Details
3.1	Technical Contact Name	Enter the first and last name of the technical contact (or name of distribution list) who will be receiving the API/GUI Credentials (as appropriate based on your licence type).
3.2	Technical Contact Email Address	Please use a corporate email address. External distribution lists are also accepted.

Section 4. Authorised Signatory

Please provide the contact information of an individual within your organisation who is authorised to accept the licence terms. This person will be sent an email asking for review and acceptance of the relevant licence terms.

4.1 Signatory Name *

First	Last

4.2 Signatory Email Address *

Personal email cannot be used in this field

Section	Field	Details
4.1	Authorised Signatory Name	Enter the first and last name of the authorised signatory.
4.2	Authorised Signatory Email Address	Please provide the signatory’s corporate email address. Personal email addresses are not supported.

Section 5. Billing Contact

Please provide the contact details of an individual (or team email address) within your organisation who is responsible for billing. Where fees are due, this contact will receive a request for payment, which must be made in advance before data access will be granted.

5.1 Billing Contact Name *

First
Last

5.2 Billing Contact Email Address *

Personal email cannot be used in this field

5.3

I am human

hCaptcha
Privacy - Terms

5.4

Submit Application

5.5

Save and Resume Later

Section	Field	Details
5.1	Billing Contact Name	Enter the first and last name of the authorised billing contact.
5.2	Billing Contact Email Address	Please provide the Billing contact’s corporate email address. Personal email addresses are not supported.
5.3	Human Verification (hCaptcha)	Tick the “I am human” verification checkbox.
5.4	Submit Application	Click submit once all required fields are completed.
5.5	Save and Resume Later	Select Save and Resume Later if you cannot complete the form in one session. You will receive an email with a secure link

		that allows you to return and complete your application later.
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Section 6. Onboarding form complete

USING THE DATA

Production Onboarding form

6.1 Thank you for submitting the Production onboarding form. Our onboarding team will review your details and will contact you with the next steps.

Section	Field	Details
6.1	Onboarding form complete	<p>Once you submit the order, the onboarding form has been completed and will be reviewed by the ETS Connect UK Support team, who will:</p> <ol style="list-style-type: none"> 1. Confirm to you that the Onboarding request has been received. 2. Email the authorised signatory to request review and acceptance of the licence terms. 3. Send payment link to Billing contact, where fees are due. 4. Send API credentials to the nominated technical contact and provision GUI user access (where relevant).

If you have any questions, please contact ETS Connect UK support@ets-connect.co.uk.