



PENNVEST NCT Auctions: Enrollment and Eligibility Phase

Markit / New York / April 2016

Company overview - Markit

markit®

Leading provider of financial information services globally

2003
founded

10
countries

22
offices

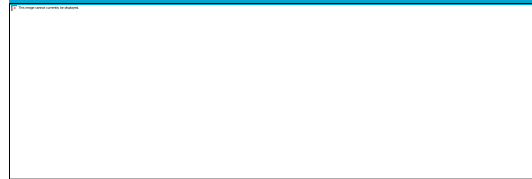
3,000+
institutional customers

3,616+
employees

\$1.07bn
2014 revenue

\$488m
2014 adjusted EBITDA

Organisations



Banks	Corporates
Asset managers	Insurance companies
Hedge funds	Securities firms
Private equity funds	Clearing firms
Venture capital funds	Software / data vendors

Coverage



Equities	FX
Credit	Structured finance
Loans	Commodities
Rates	CDS
Bonds	Environmental

Individuals



Traders	Compliance officers
Risk managers	Valuation analysts
IT professionals	Actuaries
Investment professionals	Research analysts
Portfolio managers	Trading operations

Enhancing transparency | Reducing risk | Improving operational efficiency

Markit's Role in Nutrient Credit Trading:

- Offer Enrollment & Eligibility services through our Markit Counterparty Manager(MCM) system.
- Provide auction services, including training on Submitting Bids and Offers using Markit Environmental Registry.

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Financial Information Services

PENNVEST's Role in Nutrient Credit Trading:

- To provide public operated treatment works and regulated point sources with a cost-effective alternative to meeting their nutrient discharge permit requirements
- Reducing risk perceived by credit sellers and buyers that was inhibiting growth of the nutrient credit market



1. Auction updates for previous participants
2. Auction Account Opening
3. Logging into Markit Counterparty Manager (MCM)
4. Reviewing documentation posted on Markit Counterparty Manager
5. Submitting Electronic Enrollment Application Form in Markit Counterparty Manager
6. Updating Electronic Enrollment Application Form in Markit Counterparty Manager
7. Uploading documents for review onto Markit Counterparty Manager
8. Reviewing results of your Enrollment Application



Auction updates for previous
participants

- This Forward Auction will include two rounds, both held on June 8th. Both rounds will result in a separate clearing price and settlement of credits
- The auction methodology will be reviewed during the next webinars on May 25th and June 1st
- If documents uploaded for previous auctions have been updated in any way, these new documents will need to be re-uploaded to Markit Counterparty Manager for the upcoming auction



Auction Account Opening

1. If you have participated in a previous forward auction and already have an account at Markit, you do not have to go through the account opening process outlined below.
2. If you are new to Markit, please navigate to:
<http://www.markit.com/Product/Pennvest>
3. Click on “Register To Participate” link.
4. The following form will open:
 - * Please note that if you are applying as an individual (rather than a company), please contact the Markit Environmental Operations team directly on environmental.auctions@markit.com.

Markit Environmental Auctions Registration

Complete the form below to register to participate in the Pennvest Nutrient Credit Trading Auctions.

First name *

Last name *

Email *

Phone *

Company *

Job Title *

Address *

City *

State/Province/County

Country *

Post Code *

Comments

☐

I agree to the [Markit Environmental Auctions Terms & Conditions](#) and would like to participate in the Pennvest Nutrient Credit Trading Auctions *

 Send

Auction Account Opening



5. You will receive an email from environmental.auctions@markit.com within 24 hours requesting:
 - Main account holder's photo id (e.g. inside page of passport or drivers license)
 - Organizational Documents for your entity:
 - Municipal Authority** – Provide copy of Articles of Incorporation plus any amendments and a copy of your By-laws
 - Municipalities** – Provide a letter from your solicitor stating 1) what section of the PA code you operate under and 2) who (name and title) is authorized to take official action on your behalf
 - Private** – Organization documents (ex: Articles of Incorporation, By-laws, Partnership Agreement, Operating Agreement)
 - Executed standardized Resolution authorizing approval for participation. The Resolution is available at PENNVEST's website, Nutrient Credit Trading, under NCT documents.
 - Vendor Identification ID (**Participants must register with the Commonwealth's SAP system and obtain a vendor identification number prior to submitting the enrollment application. To do this follow the link and enter the requested information:
<http://www.vendorregistration.state.pa.us/CVMU/Paper/DefaultInvoice.aspx>)
 - EIN or Federal Tax ID#
 - Contact Person Name, Title, Email Address and Phone Number
 - Company Name and Address
6. Send information to environmental.auctions@markit.com.
7. If your information is sufficient, you will receive an email with your Markit Counterparty Manager login credentials.
8. If further information is required, you will receive an email requesting additional details.

Sample Email – Markit Counterparty Manager Login Credentials

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Welcome to Markit Counterparty Manager

Dear Markit Client,

We have created an account for you to access Markit Counterparty Manager within www.markit.com. Your login credentials are listed below.

Username: user123@markit.com

To set your **password** and login, please click on the password link below:

<https://products.markit.com/home/ResetPassword.frm?code=Br8pd2ySJeqFL19NMK65Zt2mzmRTqnDtbKjh5tuuW4>

If clicking the above link does not work, please copy and paste the URL in a new browser window instead.

If you have received this email in error or have any other questions, please contact us at support@markit.com.

Thank you.

Markit Client Relations Team

U.S.: + 1 877 762 7548

EMEA: + 800 6275 4800

Asia Pacific: + 65 6922 4210

Email: support@markit.com



Logging into Markit Counterparty Manager

Logging into Markit Counterparty Manager

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1. Navigate to www.markit.com
2. Click LOG IN.

The screenshot shows the Markit website homepage. At the top right, there are links for 'SIGN UP' and 'LOG IN'. The 'LOG IN' button is highlighted with a red line from the instruction 'Click LOG IN.' Below the navigation bar, there is a large blue banner with a search bar containing the text 'Explore Markit'. Below the banner, there are three main sections: 'Information', 'Processing', and 'Solutions'. Below these sections, there is a 'RECENT HIGHLIGHTS' section with three articles: 'Assess your readiness for BCBS 239', 'Markit reports Q4 and full year results', and 'Markit annual customer conferences'. To the right of these highlights is a 'Commentary' section with two articles: 'Growth of global food production hits new post-crisis high' and 'Swiss yields negative; jumbo Turkish issue'. At the bottom of the page, there is a footer with links for 'SITEMAP', 'TERMS OF USE', 'PRIVACY AND COOKIE POLICY', and 'DISCLAIMER'. There is also a copyright notice: 'Copyright © 2015 Markit Group Limited. ALL DATA PROVIDED AS IS, WITH NO WARRANTIES. All rights reserved.' and social media icons for Facebook, Twitter, LinkedIn, YouTube, and RSS.

markit® Financial Information Services

SIGN UP LOG IN

PRODUCTS COMPANY CONTACT US

Q Explore Markit

Tell me about this data

Information > Processing > Solutions >

RECENT HIGHLIGHTS

Assess your readiness for BCBS 239

Explore best practices for meeting risk data processing and reporting standards.

Markit reports Q4 and full year results

On February 11th 2015, Markit announced financial results for the fourth quarter and full year 2014.

Markit annual customer conferences

Register today to explore how regulation, technology and business requirements are transforming the financial markets.

Commentary

Growth of global food production hits new post-crisis high
Economics | 10 April 2015

Swiss yields negative; jumbo Turkish issue
Credit | 10 April 2015

[View More](#)

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Logging into Markit Counterparty Manager

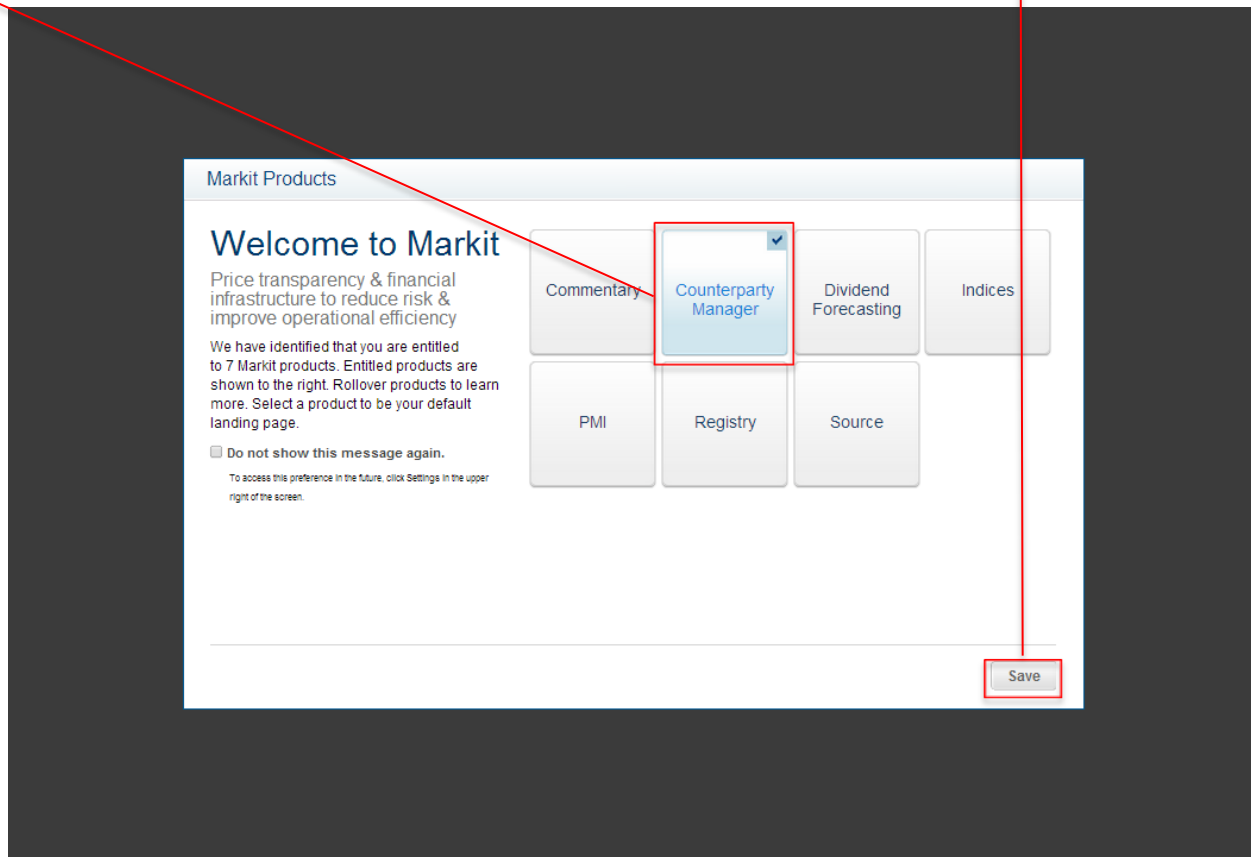
markit

- This will call up a Login screen. Insert your email address and password and press the Login button.

The screenshot shows the Markit login interface. At the top right, there is a 'Close' button. Below the Markit logo, the text 'Login to Markit products' is displayed. A message states: 'Use the login box to the right to login to the following Markit products. We are working on a corporate rebrand for our product names. Product names might differ after login.' To the left of the login fields is a list of products: CDS, CDS Reference Data, Commentary, Counterparty Manager, Directory Admin, Environmental Registry, Equity Volatility Data, ETP, Indices, Loans, MSA, PMI, Pricing, Source, Structured Finance, and Valuations Manager. The login fields consist of a 'Username' input box, a 'Password' input box, and a 'Login' button. Below the password field are links for 'Forgot my password' and 'Terms of Use', and a checkbox for 'Keep me logged in'. At the bottom, there are four dropdown menus for selecting products: 'MarketSERV', 'Pricing Data - Securities Finance', 'Portfolio Management - WSO', and 'Transaction Cost Analysis/Factors'. The bottom section also features 'RECENT HIGHLIGHTS' and several promotional cards for various services.

Logging into Markit Counterparty Manager

4. After logging in, you will be prompted to select your Markit Product. Click **“Counterparty Manager”** and Save.



Logging into Markit Counterparty Manager

5. Once you are successfully logged into Markit, you will be presented with the Markit Counterparty Manager landing screen.

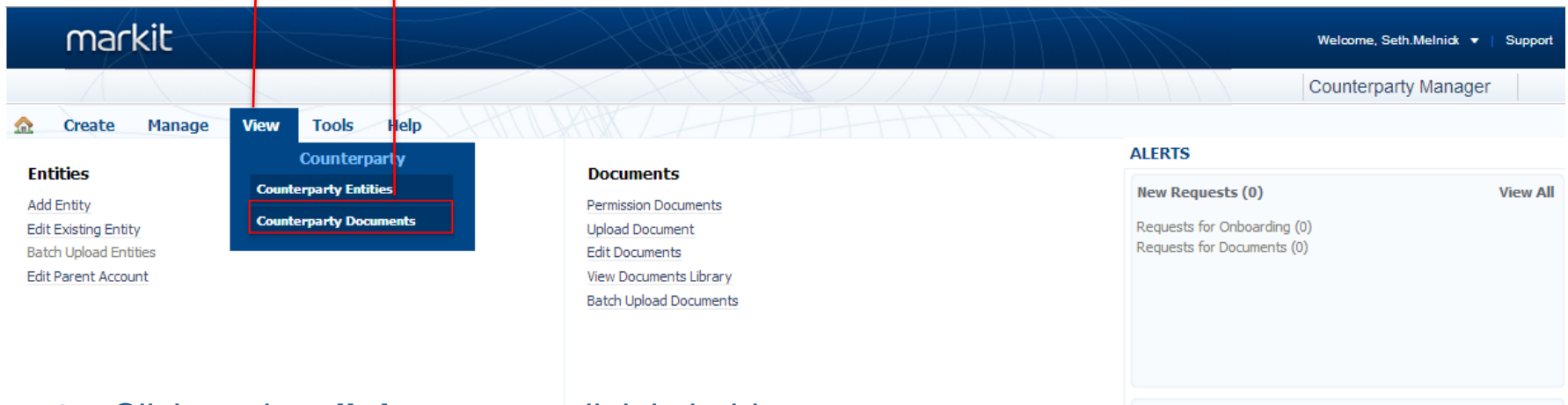


Reviewing documentation posted in Markit Counterparty Manager

Reviewing documentation posted in Markit Counterparty Manager



1. Log into Markit Counterparty Manager (MCM).
2. Hover over “View” on menu bar.
3. Click on “Counterparty Documents”



4. Click on the **all documents** link in bold text

To view all counterparty documents click on the **all document(s)** link
Summary of Top 20 Accounts By Document Count

Account Name	Entity Count	Document Count
Pennsylvania Infrastructure Investment Authority Company	1	4

Reviewing documentation posted in Markit Counterparty Manager

Counterparty Documents

Apply Reset

Account:

Fund Name:


MDE Display Name:

Client Identifier:

★ All Documents +

View

Invite a User Download Download to FTP Download All to FTP

<input type="checkbox"/>	Account Name	Fund Name	Category	Document Type	Description	View	Upload Date	Umbrella
<input type="checkbox"/>	Pennvest	Pennvest	Standard Nutrient Credit Tradin...	Nutrient Credit Trading Rule Book	Nutrient Credit Tradi...		23-Apr-2012	

- The following document will automatically appear in your “My Counterparty Documents” folder:

“Nutrient Credit Trading Rule Book”

- Click on the icon to download and review



Submitting an Electronic Enrollment Application Form in Markit Counterparty Manager

1. On the menu bar, hover over “Create” menu item.
2. Click on “Enrollment Application Form” menu item.

The screenshot displays the Markit website's user interface. At the top, a dark blue header bar contains the 'markit' logo on the left and 'Welcome, Seth Melnick | Support' on the right. Below the header, a navigation bar includes links for 'Create', 'Manage', 'View', 'Tools', and 'Help'. The 'Create' menu is expanded, revealing a sub-menu with options: 'New Entity', 'New Document', 'Distribution Group', and 'Team'. The 'New Document' option is further expanded, showing 'Enrollment Application Form', 'Document Request', and 'New Report'. The 'Enrollment Application Form' option is highlighted with a red box. Below the navigation bar, the main content area is divided into several sections: 'Documents' (with links for 'Add Distribution Group' and 'Edit Distribution Group'), 'Request Tracker' (with links for 'All Requests Sent/ Received', 'Onboarding Requests', and 'Requests for Documents'), 'Regulatory Services' (with a link for 'DF Self Assessment'), 'Reports' (with links for 'MCPM Users', 'Investment Advisor Teams', 'Permissioning Report', 'Unverified Entities', and 'Broker/Dealer Clients List'), and 'FATCA Service Bureau' (with a link for 'Click here for more information about our fully outsourced FATCA compliance solution.'). On the right side, there are three alert boxes: 'New Requests (0)' with a 'View All' link, 'New Messages' with a 'View All' link, and 'Documents Due to Expire' with links for 'Within 30 days', 'Within 60 days', 'Within 90 days', and 'Within 180 days'. At the bottom right, there is a 'Documents Added Recently' section with links for 'last 1 year', 'last 30 days', 'last 7 days', and 'last 24 hours'. The version number 'Version: 3.9' is displayed at the bottom right.

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Welcome, Seth Melnick | Support

environmental.auctions@markit.com, Demo Test Auction Account | Logout

Create Manage View Tools Help

Account Documents Distribution

New Entity New Document Distribution Group

Enrollment Application Form

Document Request

New Report

Team

Documents

Add Distribution Group

Edit Distribution Group

Request Tracker

All Requests Sent/ Received

Onboarding Requests

Requests for Documents

Regulatory Services

For user guides please use the [Help](#) menu

DODD FRANK

DF Self Assessment

Reports

MCPM Users

Investment Advisor Teams

Permissioning Report

Unverified Entities

[Broker/Dealer Clients List](#)

FATCA Service Bureau

Click [here](#) for more information about our fully outsourced FATCA compliance solution.

FATCA classification

Investor data / documentation validation

FFI registration

FATCA reporting

ALERTS

New Requests (0) [View All](#)

Requests for Onboarding (0)

Requests for Documents (0)

New Messages [View All](#)

Documents Due to Expire

Within 30 days [0](#)

Within 60 days [0](#)

Within 90 days [0](#)

Within 180 days [0](#)

Documents Added Recently

last 1 year [0](#)

last 30 days [0](#)

last 7 days [0](#)

last 24 hours [0](#)

Version: 3.9

3. The online Enrollment Application Form will appear

Enrollment Application Form

INSTRUCTIONS

[Please click on this link to view the instructions](#)

Account Name:	Demo Test Auction Account	Federal Tax Id Number:	00-0000000
Legal Structure:	Municipal Authority	State Vendor ID:	000000

Registered Address

Address 1: 620 8th Avenue

Address 2: 35th Floor

Town: New York City

City: New York

State: New York

Postcode/ZIP: 10018

Country: United States

Primary Contact Details

First Name: Jane Q.

Last Name: Public

Primary Contact Email: environmental.auctions@markit.com

Primary Contact Title: Manager

Primary Contact Telephone: 917-441-6919

Auction Date:

☐ Spot Auction
 ☒ Forward Auction

☒ Seller
 ☐ Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus
2014	0.00	0.00	0.00	0.00
2015	0.00		0.00	0.00
2016	0.00		0.00	0.00
2017	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00
2023	0.00	0.00	0.00	0.00
2024	0.00	0.00	0.00	0.00
2025	0.00	0.00	0.00	0.00
2026	0.00	0.00	0.00	0.00
2027	0.00	0.00	0.00	0.00
2028	0.00	0.00	0.00	0.00
2029	0.00	0.00	0.00	0.00
2030	0.00	0.00	0.00	0.00

Submitting Electronic Enrollment Application Form in Markit Counterparty Manager

4. Click on the link to review the instructions regarding enrollment application process*

The screenshot displays the 'Enrollment Application Form' in a web browser. The form is divided into several sections: 'INSTRUCTIONS', 'Account Name', 'Legal Structure', 'Registered Address', 'Auction Date', and 'INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO'. The 'INSTRUCTIONS' section contains a red-bordered box with the text 'Please click on this link to view the instructions'. The 'Legal Structure' section is set to 'Municipal Authority'. The 'Registered Address' section includes fields for Address 1, Address 2, Town, City, State, Postcode/ZIP, and Country. The 'Auction Date' field is empty. The 'INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO' section is a table with columns for Year and Susquehanna Nitrogen. The table shows values for years 2014 through 2027, all of which are 0.00. A second window is open, displaying the 'Electronic Enrollment Form Instructions (Forward Auction)' for Buyers. The instructions are divided into two main sections: 'Buyers' and 'Sellers'. The 'Buyers' section includes a list of required documents and information, such as 'Evidence of Availability of Funds', 'Organizational Documents', 'Corporate Authorization', 'Financial Statements', and 'Additional Information'. The 'Sellers' section includes a list of assets available to secure the purchase of replacement credits.

Enrollment Application Form

INSTRUCTIONS

Please click on this link to view the instructions

Account Name: Demo Test Auction Account

Legal Structure: Municipal Authority

Registered Address

Address 1: 620 8th Avenue

Address 2: 35th Floor

Town: New York City

City: New York

State: New York

Postcode/ZIP: 10018

Country: United States

Auction Date: [Date Picker]

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO

	Susquehanna Nitrogen
2014	0.00
2015	0.00
2016	0.00
2017	0.00
2018	0.00
2019	0.00
2020	0.00
2021	0.00
2022	0.00
2023	0.00
2024	0.00
2025	0.00
2026	0.00
2027	0.00

Electronic Enrollment Form Instructions (Forward Auction)

Buyers

☐ In the "Description of Proposed Source of Funds" section of the Enrollment Application, please identify the source of funds that will be used for the auction.

☐ In the "Additional Information" section of the Enrollment Application, identify any additional information that you believe would be helpful to PENNVEST in reviewing your application.

☐ Please submit the following supporting documentation with your enrollment application by uploading the documents to Markit Counterparty Manager ("MCPM") under the applicable document types: **(Please note, if you previously uploaded this information and it has not changed, you do not need to re-upload the information to MCPM).**

1. Evidence of Availability of Funds – Please include copies of account information or budget line items showing available funds,
2. Organizational Documents - Evidence of the form of Buyer's legal entity (Articles of Incorporation, Bylaws, Operating Agreement, Partnership Agreement, etc.),
3. Corporate Authorization - Copy of the resolution authorizing participation in PENNVEST Clearinghouse (See sample form provided in A.3.2 of the PENNVEST Nutrient Credit Clearinghouse Rulebook),
4. Financial Statements - Copies of audited financial statements for the most recent three (3) years, or for individuals their latest filed tax return, and
5. Additional Information - Additional information you feel would be helpful to PENNVEST in reviewing your application.

Sellers

☐ In the "List of Assets Available to Secure the Purchase of Replacement Credits" section of the Enrollment Application, examples of assets that could secure the purchase of replacement credits include, but are not limited to, a pledge of credits not being sold in the

*scroll to second page for Forward Auction information

Submitting Electronic Enrollment Application Form in Markit Counterparty Manager



5. Review account information that is on file for your organization.

Account Name:	Test_Pennvest	Federal Tax Id Number:	12e12
Legal Structure:	Municipal Authority	State Vendor ID:	12e12e12e
Registered Address		Primary Contact Details	
Address 1:	qdq	First Name:	wefwef
Address 2:	qwd	Last Name:	wef
Town:	qwdqwd	Primary Contact Email:	wef@gmail.com
City:	qwd	Primary Contact Title:	fwefwe
State:	yututy	Primary Contact Telephone:	wefwe
Postcode/ZIP:	utyutytyt		
Country:	Algeria		

Submitting Electronic Enrollment Application Form in Markit Counterparty Manager

6. If any of this information needs to be updated, please navigate to “Manage / Parent Account” menu item and update account information by clicking the “Edit Account” button.

The screenshot displays the Markit Counterparty Manager web application. The top navigation bar includes 'Create', 'Manage', 'View', 'Tools', and 'Help'. The 'Manage' menu is expanded, showing 'Accounts', 'Documents', 'Distribution', and 'Requests'. Under 'Accounts', 'Parent Account' is highlighted. Below the menu, the 'Jurisdiction of Incorporation' is set to 'Albania'. The 'Registered Address' section includes fields for Address 1, Address 2, Town, City, State, Postcode/ZIP, and Country. The 'Principal Place of Business' section includes fields for Address 1, Address 2, Town, City, State, Postcode/ZIP, and Country. The 'Primary Contact Name' and 'Prime Broker' fields are also visible.

Registered Address		Principal Place of Business	
Address 1	qdq	Address 1	qwdq
Address 2	qwd	Address 2	wdqw
Town	qwdqwd	Town	dqwd
City	qwd	City	qwdqw
State	yututy	State	dqwd
Postcode/ZIP	utyutyut	Postcode/ZIP	qwd
Country	Algeria	Country	Aruba


Primary Contact Information		Primary Contact Information	
Primary Contact Name	wefwef wef	Primary Contact Email	wef@gmail.com
Prime Broker	e23e	Fund Administrator	23e23

Submitting Enrollment Application Form in Markit Counterparty Manager



If You are Applying as a Seller

7. Enter Auction date
8. Select the “Forward Auction” button
9. Select the “Seller” button

Auction Date: 08-Jun-2016 

☐ Spot Auction ☒ Forward Auction

☒ Seller ☐ Buyer

June 2016						
S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Today

Submitting Enrollment Application Form in Markit Counterparty Manager



If You are Applying as a Seller

10. Input number of credits you would like to be pre-qualified to sell per Vintage Year / Watershed / Nutrient Type
11. Click “Update”

Auction Date:	<input type="text" value="08-Jun-2016"/>	<input type="radio"/> Spot Auction	<input checked="" type="radio"/> Forward Auction
		<input checked="" type="radio"/> Seller	<input type="radio"/> Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus
2016	0.00	0.00	0.00	0.00
2017	0.00	<div>Update</div>	0.00	0.00
2018	0.00		0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00

Submitting Enrollment Application Form in Markit Counterparty Manager



If You are Applying as a Seller

12. Fill out the following sections:

LIST OF DATES UPON WHICH YOU ARE ABLE TO DELIVER THE CREDITS YOU INTEND TO SELL AND THE CORRESPONDING NUMBER OF CREDITS TO BE DELIVERED ON THAT DATE

LIST OF ASSETS AVAILABLE TO SECURE THE PURCHASE OF REPLACEMENT CREDITS IN THE EVENT OF A DELIVERY DEFAULT AND INDICATE YOUR PREFERENCE FOR SECURING THE PURCHASE OF REPLACEMENT CREDITS.

ADDITIONAL INFORMATION


REPLACEMENT CREDIT PLAN

Submitting Enrollment Application Form in Markit Counterparty Manager



If You are Applying as a Buyer

13. Enter Auction date
14. Select the “Forward Auction” button
15. Select the “Buyer” button

Auction Date: 08-Jun-2016 

☐ Spot Auction ☒ Forward Auction

☐ Seller ☒ Buyer


June 2016						
S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9
Today						

Submitting Enrollment Application Form in Markit Counterparty Manager



If You are Applying as a Buyer

16. Input dollar amounts that you would like to be pre-qualified to bid for per Vintage Year / Watershed / Nutrient Type:
17. Click “Update”

Auction Date: 

☐ Spot Auction ☒ Forward Auction

☐ Seller ☒ Buyer

INPUT THE DOLLAR AMOUNT YOU WOULD LIKE TO BE PRE-QUALIFIED TO BID FOR EACH OF THE CREDIT TYPES BELOW IN THE UPCOMING

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus	Total Dollar Amount
2016	0.00	0.00	0.00	0.00	0
2017	0.00	0.00	<div>Update</div>	0.00	0
2018	0.00	0.00		0.00	0
2019	0.00	0.00		0.00	0



Submitting Enrollment Application Form in Markit Counterparty Manager



If You are Applying as a Buyer

18. Fill out the following sections :

DESCRIPTION OF PROPOSED SOURCE OF FUNDS

DESCRIPTION OF PROPOSED COLLATERAL

ADDITIONAL INFORMATION

Submitting Enrollment Application Form in Markit Counterparty Manager



Both Sellers and Buyers

19. Read the Disclaimer portion

20. Click on “Submit” button.

DISCLAIMER

By executing this Enrollment Application Form, the undersigned acknowledges on behalf of the Applicant that it desires to become an Enrolled Participant and eligible user of the PENNVEST Clearinghouse. Applicant hereby certifies that the information provided herein is true and accurate to the best of his/her knowledge and belief, and represents full disclosure of the financial resources and assets of the applicant. Applicant hereby agrees that its use of PENNVEST's Clearinghouse services shall be in accordance with the terms and conditions contained the PENNVEST Nutrient Credit Clearinghouse Rulebook, a copy of which can be found on the PENNVEST Website at www.pennvest.state.pa.us. Applicant further acknowledges and agrees that its eligibility to utilize PENNVEST's Clearinghouse services is contingent upon receipt of a PENNVEST Eligibility Letter stipulating the terms and conditions of its eligibility.

Submit

Exit

Submitting Enrollment Application Form in Markit Counterparty Manager



21. Once Electronic Application Form is submitted
22. Navigate to “Documents” page
23. Select Enrollment Application form

environmental.auctions@markit.com, Demo Test Auction Account | Logout

Documents

Accounts Documents Distribution Requests

Parent Account Documents Distribution Groups Request Tracker

Entities

AUM

Teams

Display Name: [input field]

True/Legal Name: [input field]

Display Name	Document Category	Document Type	Description	Distribution	View	Upload Date	Expiration Date
<input checked="" type="checkbox"/> Demo Test Auction Account	Standard Nutrient Credit Tr...	Enrollment Application Form				06-Jan-2014	

Submitting Enrollment Application Form in Markit Counterparty Manager



- 24. Select “More actions” menu item
- 25. Click on “Apply Rules” menu item
- 26. Document will be permissioned to PENNVEST

Note: This step must be taken in order for the documents to be viewable by PENNVEST.
“Yellow” icon will turn “Green” when properly permissioned

The screenshot shows the Markit Counterparty Manager interface. The top navigation bar includes 'Create', 'Manage', 'View', 'Tools', and 'Help'. The user is logged in as 'environmental.auctions@markit.com, Demo Test Auction Account'. The 'Documents' section is active, showing a list of documents. The 'More actions' menu is open, and the 'Apply Rules' option is highlighted. A red box highlights the 'Apply Rules' option in the dropdown menu. Another red box highlights the yellow document icon in the table row for 'Demo Test Auction Account'.

Display Name	Document Category	Document Type	Description	Apply Rules	Undo Rules	Make Public	Make Private	View	Upload Date	Expiration Date
<input checked="" type="checkbox"/>	Demo Test Auction Account	Standard Nutrient Credit Tr...	Enrollment Application Form						06-Jan-2...	
<input type="checkbox"/>	Demo Test Auction Account	Constitutional Documents	Account Opening Form						24-Dec-2...	



Updating Enrollment Application Form in Markit Counterparty Manager

Updating Enrollment Application Form in Markit Counterparty Manager

1. On the menu bar, hover over “Manage” menu item.
2. Click on “Documents” menu item.

The screenshot displays the Markit Counterparty Manager web application. The top navigation bar includes 'Create', 'Manage', 'View', 'Tools', and 'Help'. The 'Manage' menu is expanded, showing sub-menus for 'Accounts', 'Documents', 'Distribution', and 'Requests'. The 'Documents' sub-menu is further expanded, showing 'Parent Account', 'Funds', 'Documents', and 'AUM'. The 'Documents' sub-menu item is highlighted with a red box. Below the menu, a table lists documents, with the first row highlighted.

Fund Name	Category	Document Type	Description	Distribution	View	Upload Date	Status	Umbrella
UFE PROD BS Com...	Standard Nutrient...	Enrollment Applicat...				23-Apr-2012	Active	

Updating Enrollment Application Form in Markit Counterparty Manager

3. Select the Enrollment Application
4. Click on “Edit” menu item.

markit counterparty manager

Create Manage View Tools Help

Documents

Apply Reset

Account: Fund Name: MDE Display Name:

All Documents +

Add Edit Clone View Permissions Email Delete More actions Download

	Fund Name	Category	Document Type	Description	Distribution	View	Upload Date	Status	Umbrella
<input checked="" type="checkbox"/>	UFE PROD BS Com...	Standard Nutrient...	Enrollment Applicat...				23-Apr-2012	Active	

Updating Enrollment Application Form in Markit Counterparty Manager

5. Enrollment Application Form will appear
6. All fields except for Auction type and Participant Type will be editable
7. Edit necessary information and click the “Submit” button

Enrollment Application Form

INSTRUCTIONS
[Please click on this link to view the instructions](#)

Account Name: Demo Test Auction Account
Legal Structure: Municipal Authority
Registered Address
Address 1: 620 8th Avenue
Address 2: 35th Floor
Town: New York City
City: New York
State: New York
Postcode/ZIP: 10018
Country: United States

Federal Tax Id Number: 00-0000000
State Vendor ID: 000000
Primary Contact Details
First Name: Jane Q.
Last Name: Public
Primary Contact Email: environmental.auctions@markit.com
Primary Contact Title: Manager
Primary Contact Telephone: 917-441-6919

Auction Date:
☐ Spot Auction ☒ Forward Auction
☒ Seller ☐ Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus
2014	0.00	0.00	0.00	0.00
2015	0.00	0.00	0.00	0.00
2016	0.00	0.00	0.00	0.00
2017	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00
2023	0.00	0.00	0.00	0.00
2024	0.00	0.00	0.00	0.00
2025	0.00	0.00	0.00	0.00
2026	0.00	0.00	0.00	0.00
2027	0.00	0.00	0.00	0.00
2028	0.00	0.00	0.00	0.00
2029	0.00	0.00	0.00	0.00
2030	0.00	0.00	0.00	0.00

Updating Enrollment Application Form in Markit Counterparty Manager

8. A new version will become available for the PENNVEST users

The screenshot displays the Markit Counterparty Manager interface. A modal window titled "Upload Date" is open, showing a document icon and the date "06-Jan-2014" highlighted with a red box. The background interface shows a table of documents with columns: Document Type, Description, Distribution, View, Upload Date, and Expiration Date. The "Upload Date" column for the "Enrollment Application Form" is highlighted with a red box, showing the date "06-Jan-2014".

environmental.auctions@markit.com, Demo Test Auction Account | Logout

Document Type	Description	Distribution	View	Upload Date	Expiration Date
Enrollment Application Form				06-Jan-2014	
Account Opening Form				24-Dec-2013	

Category:
Document Type:
Status:
Description:
Counterparty:
Product Type:
Product Subtype:
Region:
Umbrella:
Entity Manager:



Uploading documents for review into Markit Counterparty Manager

Uploading documents for review into Markit Counterparty Manager



1. On the menu bar, hover over “Manage” menu item.
2. Click on “Documents” menu item.

The screenshot displays the Markit Counterparty Manager interface. The top navigation bar includes 'Create', 'Manage', 'View', 'Tools', and 'Help'. The 'Manage' menu is open, showing sub-items: 'Accounts', 'Documents', 'Distribution', and 'Requests'. The 'Documents' sub-menu is highlighted, showing 'Parent Account', 'Funds', 'Distribution Groups', and 'Teams'. The 'Parent Account' and 'Funds' items are further highlighted with red boxes. Below the menu, the 'Accounts' section is visible, showing a table with columns: Account Name, Fund Name, Category, Document Type, Description, and View. The table contains one row with the following data:

Account Name	Fund Name	Category	Document Type	Description	View
Pennvest	Pennvest	Standard Nutrient Credit Tradin...	Nutrient Credit Trading Rule Book	Nutrient Credit Tradi...	

Uploading documents for review into Markit Counterparty Manager

3. Click on “Add” button.

The screenshot shows the Markit Counterparty Manager interface. At the top, there is a navigation bar with links: Create, Manage, View, Tools, and Help. The user's email address, liza.logounova@markit.com, is visible in the top right corner. The main section is titled 'Documents'. On the left, there is a sidebar with search filters: Account, Fund Name, MDE Display Name, and Client Identifier, each with a search icon. The main content area shows a table of documents. The table has columns: Entity Name, Category, Document Type, Description, View, Distribution, and Upload Date. Above the table, there is a toolbar with buttons: Add, Edit, Clone, View, Permissions, Email, Delete, and More actions. The 'Add' button is highlighted with a red box and a red line pointing to it.

Entity Name	Category	Document Type	Description	View	Distribution	Upload Date
-------------	----------	---------------	-------------	------	--------------	-------------

Uploading documents for review into Markit Counterparty Manager



The Form below will appear. Fill out the following sections:

4. Entity: Select your company name
5. Category: Select one of the three categories:
 - Standard Nutrient Credit Trading Documentation
 - Seller Nutrient Credit Trading Documentation
 - Buyer Nutrient Credit Trading Documentation
6. Description: Insert a description.
7. Document type: Select the document type relevant to the document you are uploading.
8. Browse in your files for the correct document
9. Select “Apply Rules” [Note: this step must be taken in order for the documents to be viewable by PENNVEST]

New Document

BASIC INFORMATION

Entity:

Category:

Standard Nutrient Credit Trading Documentation

Description:

Financial Statement 2013

Expiration Date:

Document Type:

Financial Statements

File:

Browse...

PERMISSION

Share Internally:

☒

Apply Rules:

☒

Uploading documents for review into Markit Counterparty Manager



10. Scroll to the bottom of the page and click on "Save"
11. Click "Exit"



Uploading documents for review into Markit Counterparty Manager



Participants must complete the Enrollment Application Form and upload all required documents by **May 4th** in order to be considered for the **June 8th Forward Auction**.

* Markit Team will upload organizational documents on your behalf that you've submitted during initial account set-up process (i.e. articles of incorporation, articles of formation, etc.)

Sellers / Buyers	Category	Document type	Instruction	Accepted file formats
Sellers and Buyers	Standard Nutrient Credit Trading Documentation	Corporate Authorization	Evidence that you are authorized to participate in the auction	PDF, TIFF
Sellers and Buyers	Standard Nutrient Credit Trading Documentation	Enrollment Additional Information	Provide any additional information they feel PENNVEST should be aware of in reviewing their enrollment application.	PDF, DOC, Excel, TIFF, etc
Sellers and Buyers	Standard Nutrient Credit Trading Documentation	Financial Statements	Provide copies of audited financial statements for the most recent three (3) years, or for individuals their latest filed tax return.	PDF, TIFF

Uploading documents for review into Markit Counterparty Manager



Sellers / Buyers	Category	Document type	Instruction	Accepted file formats
Sellers and Buyers	Buyer or Seller Nutrient Credit Trading Documentation	Resolution	A completed and executed Standard Resolution provide by PENNVEST on their website which authorizes an individual(s) to take official action on behalf of the participant represented.	PDF, TIFF
Sellers only	Sellers Nutrient Credit Trading Documentation	Evidence of Ownership	Seller to provide evidence of title to the credits.	PDF, TIFF
Sellers only	Sellers Nutrient Credit Trading Documentation	DEP Certification/ Verification Letter	Copy of DEP's certification/Verification of the credit generating project	PDF, TIFF
Buyers only	Buyers Nutrient Credit Trading Documentation	Evidence of Availability of Funds	Evidence of availability of funds	PDF, TIFF



Reviewing results of your application



Reviewing results of your application

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- PENNVEST will review all of your documentation and make a decision by **May 25th** regarding your eligibility to participate in the **June 8th Forward Auction**.
- PENNVEST will upload their decision in the form of an **Eligibility Letter** in the Markit Counterparty Manager (MCM).
- You will receive automatic email notification from MCM notifying you that the Eligibility Letter has been permissioned for you to access within MCM.

Reviewing results of your application

1. On the menu bar, hover over “View”
2. Click on “Counterparty Documents” menu item.
3. Look for “Eligibility Letter” posted by PENNVEST.
4. Download this document and review the decision.

The screenshot shows the Markit application interface. The top navigation bar includes 'Create', 'Manage', 'View', 'Tools', and 'Help'. The 'View' menu is open, showing 'Counterparty Entities' and 'Counterparty Documents'. The 'Counterparty Documents' menu item is highlighted. Below the menu, there is a table of documents. The table has columns: 'Account Name', 'Display Name', 'Document Category', and 'Document Type'. The row for 'Pennsylvania Infrastructure Investment Authority' is highlighted, showing 'Buyer Nutrient Credit Trading Documentation' and 'Buyer Eligibility Letter'.

Account Name	Display Name	Document Category	Document Type
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Buyer Eligibility Letter
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Program Instructions
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Enrollment Application Form
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book

5. If you have been found to be eligible to participate in the upcoming Forward Auction, the following documents will be uploaded by PENNVEST in your “Counterparty Documents” folder, which require action as described in the Eligibility Letter:
- Nutrient Credit **Sales Agreement** and Information Sheet (if you are applying as NCT Seller)
 - Nutrient Credit **Purchase Agreement** and Information Sheet (if you are applying as NCT Buyer)

Reviewing results of your application

6. On the menu bar, hover over “View”
7. Click on “Counterparty Documents” menu item.
8. Look for “Nutrient Credit Sales” or “Purchase Agreements” posted by PENNVEST.

The screenshot shows the Markit Counterparty Documents interface. The 'View' menu is open, and 'Counterparty Documents' is selected. The main table displays a list of documents for various counterparties. The highlighted row is for the 'Pennsylvania Infrastructure Investment Authority' and shows a 'Nutrient Credit Purchase Agreement'.

Account Name	Display Name	Document Category	Document Type
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Buyer Eligibility Letter
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Program Instructions
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Enrollment Application Form
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book

Reviewing results of your application



9. Download and review Nutrient Credit Sales or Purchase Agreement and Information Sheet.
10. Fill out Information Sheet and email to Heather Myers at hmyers@pa.gov.
11. Print and execute 3 original signature pages for each of the Sales or Purchase Agreement posted by PENNVEST on Markit Counterparty Manager.
12. Mail all original signature pages to:
PENNVEST
Forum Building, Room 434
607 South Drive
Harrisburg, PA 17120
Attention: Heather Myers
13. All signature pages and purchasing funds, when required, need to be received by PENNVEST no later than **June 6, 2016** as detailed in the Eligibility Letter.

Reviewing results of your application

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- Now you are ready to participate in the auction!
- Please join us for one of the following sessions on how to submit bids & offers and how to review your auction results:
 - **Wednesday, May 25, 2016** (9:00am to 10:00am)
 - **Wednesday, June 1, 2016** (9:00am to 10:00am)
- Please contact us if you have any questions or need additional information:
Environmental.auctions@markit.com
+1 917-441-6668
- PENNVEST contact:
Robert Boos at rboos@pa.gov, (717) 783-4493
- Training session presentation available here:
<http://www.markit.com/Product/Pennvest>



Thank you.

markit[®] mines data
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enables transparency
builds platforms
provides access
scales volume
extends networks
& transforms business.

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