



Financial Industry Regulatory Authority

FINRA ADDS® Optional Services Request Form - ORF®

Use this form to enroll your firm in the optional ORF data delivery services, or to modify or terminate your firm's existing enrollment.

FINRA ADDS offers the following optional services:

- **ORF Data Delivery Plus** allows users to request and download ORF data from trade dates older than the last 3 business days but within the prior 2 years and subscribe to have their ORF daily files delivered to the website automatically on a daily basis.

To add, modify, or delete ORF Data Delivery Plus service, complete applicable Sections 1, 2 or 3, and sign section 7.

- **ORF Data Delivery SFTP** allows the firm to request a Secure File Transfer Protocol (SFTP) user account with which they can retrieve their firm's data. Firms that sign up for SFTP access will have their ORF data files made available daily for SFTP access.

To add, modify, or delete ORF Data Delivery SFTP service, complete applicable Sections 4, 5 or 6, and sign section 7.

Pursuant to FINRA Rule 7710, firms enrolling in either of the optional FINRA ADDS services for ORF will be assessed a monthly fee per MPID enrolled in the service. Firms enrolling in ORF Data Delivery SFTP will pay a sign-up fee the first non-test month enrolled*. Fees will appear on the firm's ORF bill. Fee information is available at www.finra.org/datadelivery/fees.

Section 1 – Enroll in ORF Data Delivery Plus

Complete this section to enroll your firm in ORF Data Delivery Plus.

Access will be added to the account of the firm's Super Account Administrator, who may entitle an unlimited number of users to ORF Data Delivery Plus access for no additional cost. For instructions on granting access to users, please see www.finra.org/entitlement.

List ORF MPID(s) for enrollment:

*Pricing is subject to change over the life of the subscription. Subscribers will be notified of any change to the fee structure.

Section 2 – Add New MPID(s) to ORF Data Delivery Plus

Complete this section to enroll additional ORF MPIDs in ORF Data Delivery Plus.

Your firm will be billed for each MPID enrolled in this service.

The MPID(s) will be added to the account of the firm's Super Account Administrator, who may entitle an unlimited number of users to ORF Data Delivery Plus access for no additional cost.

List ORF MPID(s) to add:

Section 3 – Terminate ORF Data Delivery Plus

Complete this section to delete ORF MPIDs or terminate ORF Data Delivery Plus access in its entirety.

The monthly access fee is not pro-rated; your firm will be billed per MPID for any month in which you have access to this service.

List MPID(s) for deletion:

Terminate ORF Data Delivery Plus access.

Requested Date of Deletion:**

**Deletions will be effective as of the last day of the month in which the notice of deletion was actually received by FINRA unless otherwise specified.

Section 4 – Enroll in ORF Data Delivery SFTP

Firms that sign up for SFTP access must create an FTP user account for the firm by completing the information below.

List ORF MPID(s) for enrollment:

Please provide the following information for the SFTP user for your firm.

First Name:		Last Name:	
Phone #:		Fax #:	
Email Address:			

Section 5 – Add New MPIDs to ORF Data Delivery SFTP

Complete this section to enroll additional Equity MPIDs in ORF Data Delivery SFTP.

Your firm will be billed for each MPID enrolled in this service.

The new MPID(s) will be added to the firm's existing FTP account.

List ORF MPID(s) to add:

Section 6 – Terminate ORF Data Delivery SFTP

Complete this section to delete ORF MPIDs or terminate ORF Data Delivery SFTP access in its entirety.

The monthly access fee is not pro-rated; your firm will be billed per MPID for any month in which you have access to this service.

List MPID(s) for deletion:

Terminate ORF Data Delivery SFTP access.

Requested Date of Deletion:**

** Deletions will be effective as of the last day of the month in which the notice of deletion was actually received by FINRA unless otherwise specified.

Section 7 – Agreement and Signature

This form must be signed by one of the following individuals at the firm: Super Account Administrator, Executive Representative, Direct Owner, Indirect Owner or Executive Officer.

By signing this form, Member Firm agrees to pay FINRA all applicable fees associated with these services.

Member Firm CRD #:	
Member Firm Name:	
Name of Signatory (Print):	
Signature:	
Title:	
Date:	
Fax completed form to FINRA Operations: 301-527-4918 or email signed form to finraoperations@finra.org. Please do not remit any payment with this form.	