



# Steps to Request Entitlement Access to Enhanced Form NMA for Applicants with Draft Unsubmitted Legacy Form NMAs created Before April 15, 2026

## Who is Impacted

These instructions only pertain to new member application saved as draft but not submitted using legacy Form NMA before **April 15, 2026**.

Applicant must either:

(1) Submit using legacy Form NMA format by 11:59 p.m. ET on July 14, 2026 (all unsubmitted legacy drafts are purged from FINRA Gateway after this date).

OR

(2) Request entitlement to the enhanced Form NMA by 11:59 p.m. ET on July 14, 2026 (access to legacy drafts ends upon entitlement request and drafts are purged from FINRA Gateway). Print or save legacy Form NMA drafts to your system before requesting entitlement.

**In all cases, legacy Form NMA drafts are purged from FINRA Gateway no later than 11:59 p.m. ET on July 14, 2026.**

## Steps to Request Entitlement to Enhanced Form NMA

FINRA Gateway will not permit applicants to simultaneously work on Form NMA in both the legacy and the enhanced form. Applicants may opt to request entitlement to enhanced Form NMA **using the following steps:**

1. Navigate to the legacy Form NMA draft, save all progress, then select “print preview” on the form.
2. Save this “print preview” screen onto your local device.
3. The Super Account Administrator (“SAA”) must email Entitlement Support at “[entsupport@finra.org](mailto:entsupport@finra.org)” to request access to the enhanced Form NMA.
4. Technology Support will communicate with your SAA and confirm that the applicant has saved a “print preview” screen of the applicant’s draft application in legacy Form NMA format.



5. Upon the SAA's confirmation to Technology Support that the applicant's work associated with the legacy Form NMA has been saved, the SAA will be **given access** to the enhanced Form NMA and **simultaneously have access removed** from the legacy Form NMA.
6. The applicant may then manually add information to enhanced Form NMA using the information saved from legacy Form NMA.

## **Fees**

Applicants pay a one-time membership fee when they file Form BD. Applicants can delete draft NMAs and then create new Form NMAs as long as the prior draft Form NMA remains unsubmitted. Please note that applicants may only **submit** one NMA per membership fee.