## How do I get values for any holdings by using contract enquiry?

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On the main holdings page you can update contract enquiry for all contracts selected to use contract enquiry at once by clicking the **start contract enquiry** button in the ribbon bar. If the **start contract enquiry** button is greyed out, this means that none of the holdings have contract enquiry selected as policy valuation method, therefore you will need to click onto the individual holding to get electronic valuation for the first time.

Q. Search Clients		e	3					D s y	NAPT	ric
💄 combined holdin 🤇	New Action *									
Policy Report 🙆 Sta	rt Contract Enquiry									
Personal Details	+ Platforms (2)									
	Name	Provider	Product	Status	Value	Assigned To			Add (	€
Holdings	Platform 2	Sample Provider		In Force	£533,782.86		₽	6	<u> </u>	Э
<b>β</b> ØA Goals	> Assets (0)									
	<ul> <li>Accounts (</li> </ul>	3)								
	<ul><li>Plans (2)</li></ul>									
	<ul> <li>SIPPs (1)</li> </ul>									
	Platform 1			in Force	£2,000.00		₽	0	<u> </u>	Э
	<ul> <li>Assets (0)</li> </ul>									
	<ul> <li>Accounts (</li> </ul>	1)								
	<ul><li>Plans (1)</li></ul>									
	► SIPPs (0)									
						Total value of Platfi	orms 6	535,78	2.86	

The message will then be sent to the provider and the response displayed as to the success.

9. Search Clients		۵		SYNAPT
combined holdings test	🕒 🔹 Canada Life			
Delete in Revert				
Details	Plan Details			
	<ul> <li>Contract Enguiry</li> </ul>	of all eligible holdings was last performed o	n 18 September 2014 at 12:41	
Contributions	Name	Canada Life	•	
Withdrawals	Provider Name	Sample Provider	9	
	Product Name	WHOLE LIFE SINGLE LIFE ML PAR	9,	
Underlying Assets	Status	In Force	1. The second	
		Get details via Contract Enquiry		
Performance	Product Category	Investment Products	· ·	
	Contract Number	CAL-51842282		
	Start Date			
	End Date		103	
	Policy can be	Rebalanced Augmented		
		Transferred		

The holding will now populate the data within the Underlying Asset tab from the message.

Details	Underlying Ass	ets				
	Get plan valuations	Contract E	nquiry - Electronic	Valuation	- +	
Contributions	Funds Last updat	ed electronically a may not be cap	from Sample Providured on this screen	fer on 18/09/2014. T See Valuation Repo	he value displayed has been determined int for full details	by the FE © fund data price
A the descent with						
TT IL I I I I I I I I I I I I I I I I I	Contract Eng	uiry of all eligible 014 at 12:41	e holdings was last p		As	set Allocation
Underlying Assets	Only one Cor	strect Enquiry ca	n be requested for a	sholding per day.		
Performance	Fund Name	Units	% of Holding	Value		
	cani. 🔺	147.18	12.83	£514.54	8	
	CanL.	285.7	8.90	£356.84	8	
			10.56	£423.63	0	
	CanL.	255.97				
	CanL. O	255.97	14.50	£581.54	🛛 🗌 No da	ta (35.88%)
	CanL. D CanL. D CanL. D	255.97 162.76 152.7	14.50	£581.54 £270.28	No da     UK Eq     UK Ga	ta (35.88%) uities (26.74%) vt Bonds (10.27%)

It is also possible to see the response from the provider as a pdf document which is available by clicking "view contract enquiry response" message.

## **Setting Contract Enquiry for New Holdings**

When you first set up a Plan, SIPP or Platform you have the opportunity to try to pre populate the holding via contract enquiry (assuming the provider is supported).

Load your client or create a new one, click on the Holdings tab and add the Holdings as normal.

9, Sent Clens				😗 SYNAPTI
Enterprise Messaging Platform Credentials View EMP provider status in Provider Setup				
Provider Name	Credentials Provided By	Credentials Type	Settings	
Trease ANA	Me	User name & password	User Name , Password	2

You will need to enter the Provider Name, Product Category and a Contract Number in order to be able to request the message. Product Category will pre populate if you select a product name from the database.

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	New Plan				
Delete K) Revert					
Details	Plan Details				
	Name	Canada CE test			
Contributions	Provider Name	Canada Ufe	9		
	Product Name	Revible Investment Bond - Level Option	9		
Withdrawais	Status	in Force			
Underlying Assets		Get details via Contract Enguiny			
	Product Category	Investment Products			
Performance	Contract Number	3812872			
	Start Date		<b>3</b>		
	End Date				

Once the required data is present you can click "Get details via Contract Enquiry" to initiate the request.



The underlying asset screen will automatically set the valuation type dropdown to be Contract Enquiry meaning this plan will be marked as a plan that uses contract enquiry. Any existing holding can also be marked up to use contract enquiry by this method.

It should be noted that the system will restrict you to one successful contract enquiry message per contract per day. Each provider updates daily so there is no point in sending more than one message a day.