Creating an Off-Platform Holding
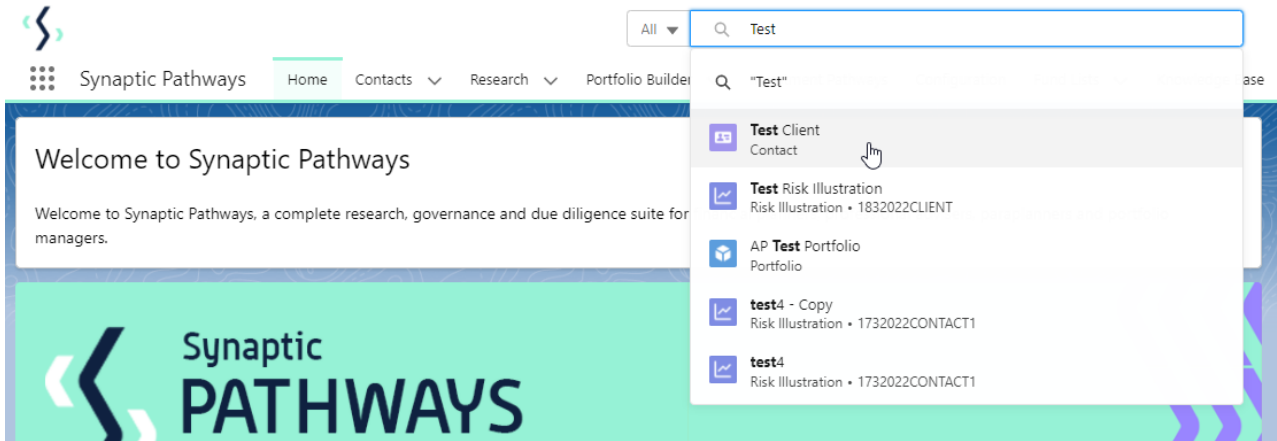
Last Modified on 25/05/2022 4:44 pm BST
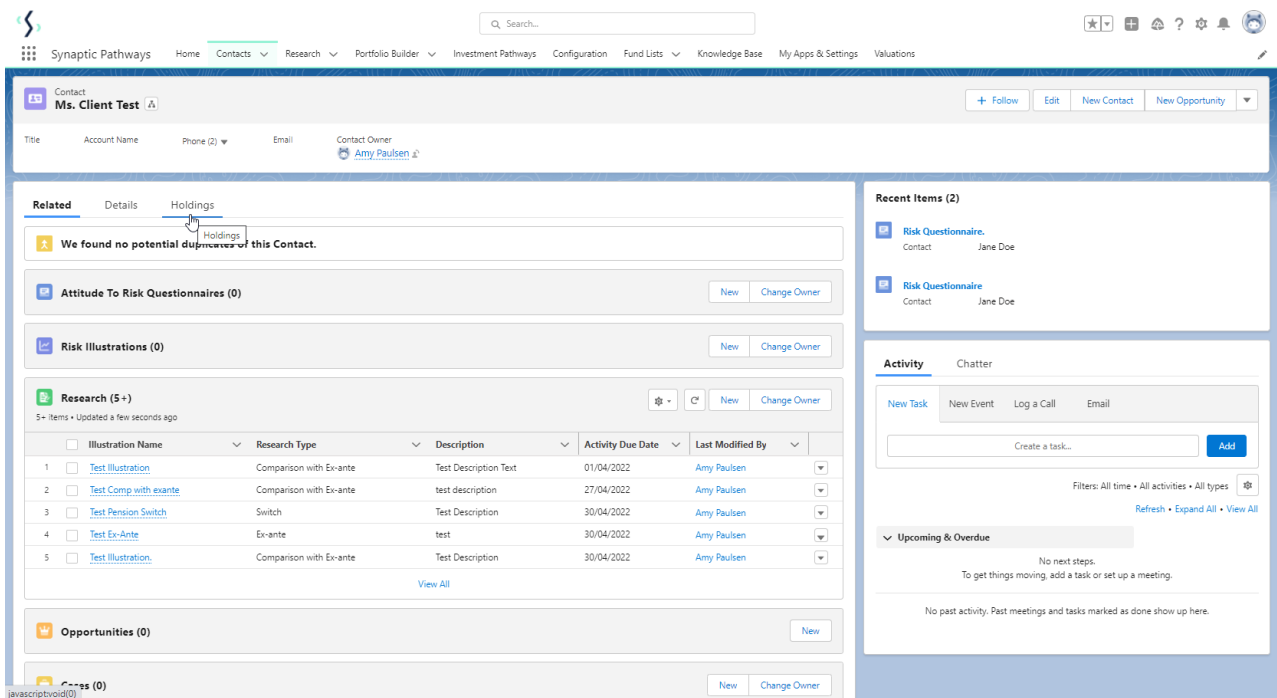
Holdings can be found within a Contact record.

Create a **New Contact** or load an existing record:

This will open the contact record.

Click into the **Holdings** tab and click **New** under the Off-Platform Holdings area:

Enter the details of the holding.

Start by entering the provider, type basis & product. As you start typing, a list of options will appear in a drop down box:

Add Holdings

To create a holding, choose the holding type, select platform to create holdings held on a specific platform or select off platform products for everything else, if you can't find your product then enter the holding details manually.

* Provider

[Search Providers]

* Type Basis

[Search Type Basis]

* Product

[Search Products]

* Holding Name

[   ]

Status

[Select an Option   ▼]

Contract Reference

[   ]

Description

[   ]

* Enter Remaining Term (In Years) ⓘ

[   ]

☐ Rolling Term

* Start Date

[📅]

End Date

[📅]

Cancel   Save & New   Save

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* Provider

[Search Providers]

* Type Basis

[Search Type Basis]

* Product

[Search Products]

Aberdeen Fund Managers Limited
Synaptic

Advance by Embark
Synaptic

AEGON
Synaptic

Aegon Platform
Synaptic

➕ New Provider

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* Provider

[AEGON   ✕]

* Type Basis

[Search Type Basis]

* Product

[Search Products]

Income Drawdown
Synaptic

Personal Pension (Fully Insured)
Synaptic

Self Invested Personal Pension (Full)
Synaptic

Self Invested Personal Pension (Hybrid)
Synaptic

➕ New Type Basis

If you cannot find the provider/basis/product, add manually:

Complete further details of the holding:

Save

For further information on Off-Platform Holdings, see article Off-Platform Holdings - Underlying Assets