



#### Fi360 Toolkit and Veo Integration User Guide

Information about how to get started using the integration between the fi360 Toolkit and Veo Platform

# I use the Veo platform, what will this integration allow me to do?

The integration simplifies the client creation process allowing you to quickly start using the Client Cabinet functionality to generate reports, investment policy statements and more

- Easily create clients to use in the Toolkit
  - Automatically create client basic information in the Client Cabinet
  - Automatically populate your clients' holdings and dollar values
- Automatically update investment dollar values on a daily basis for each client

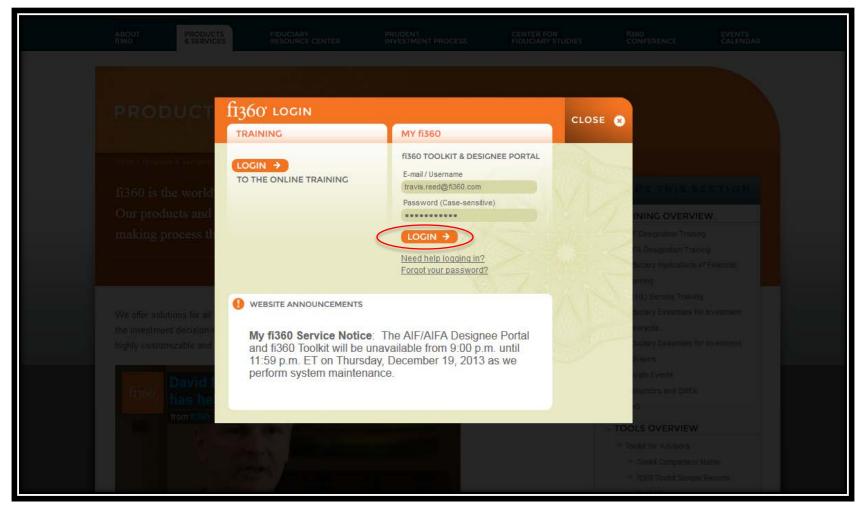
# How do I get started using this integration?

- NEW TOOLKIT USERS: To gain access to the fi360 Toolkit, please request a free, 30 day trial then follow the steps in the rest of this document: <u>http://www.fi360.com/products-services/tools-</u> overview/toolkit-for-advisors/free-trial
- EXISTING TOOLKIT USERS: If you are already a Toolkit user, please login and follow the instructions in the rest of this document to utilize the Veo integration

#### Access <u>www.fi360.com</u> in your web browser and select <u>LOGIN</u>



## Enter email address and password to sign in



### Select My Clients(or any Quick Link) to access the Toolkit

fi360 <sup>-</sup>			w	elcome Travis Reeder!   <u>Logout</u>
Welcome Travis Reeder!       My fi360 Home     Account Profile       Account Merge			TOOLKIT SUPPORT: 866-390-50 DESIGNEE PORTAL SUPPORT: 866-390-5080 EXT.	80 EXT: 403 OR EMAIL: TOOLS@E1360 COM 404 OR EMAIL: DESIGNATIONS@F1360.COM
Welcome to My fi360!!				
My fi360 is a brand new consolidated access point to view all of your fi360 subscriptions.				
Fi360 Toolkit for Advisors Subscription Information Subscription Level: PI Quick Links: My Clients My Proposals My Models	latinum	Designee Portal Renewal Date: Quick Links:	2014-11-22 Go to Designee Portal!	Eterno Pote

#### Select Integration Partners: Settings>User Settings>Integration Partners

	My Fi360 Tools Home My Clients My F	Proposals My Lists My Models Individual Tools		
			User Settings	Custom Holdings Directory
			Expense Settings	> Due Diligence Criteria
			Report Settings	Integration Partners
			Benchmarks	>
			Watch List Mgmt	>
			Global Reporting	>
			Asset Class Mapping	>
ve an existing client file. Use the filter	s to refine the client list or the search to quickly f	ind a specific client file	Notes	>
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Client Type: All	~		Delete client(s)	
Most recent data period: All	<b>▼</b>		Delete selecte	ed

#### Select Integration Partners: Settings>User Settings>Integration Partners

	My Fi360 Tools Home My Clients My F	Proposals My Lists My Models Individual Tools		
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Client Type: All	~		Delete client(s)	
Most recent data period: All	<b>*</b>		Delete selecte	ed

#### Add integration partner

fi360 <sup>°</sup>	RY 20, 2014		My Fi360 Tools Home My Clients	My Proposals My Lists	My Models Individual Tools S	ettings Help Center
Integration Partners Custom Holdings Directory	Due Diligence Criteria Integration Partners					Report Queue
Integration Part	INCIS Hide help text [-]	it account by clicking on the A	dd button in the I want to column.			
Exit Partner Name No integration partners exist. Cl	lick the Add button on the right to add a new partner.		Account ID	Status	Date Added	I want to Add Integration partner Add
Exit						Delete integration partner(s) Delete selected (Use checkboxes on left)
						Get help ? How long will it take to approve the integration partner? ? What if I don't see an integration partner I want to link to my account?

### Select link to Release of Information form

	Add Integration Partner	My Lists My Models Individual Tools
teria Integration Partners	Please complete and fax the <u>TD Ameritrade Release of Information</u> form. Ensure your Rep Code is entered correctly so that we can track your request. If you have more than one <u>Rep Code</u> , you must repeat this process within fi360, but you only need to send one release form to TD Ameritrade. Once fi360 has been notified of the completed request, you will see the partner status change from Pending to Approved and you can begin creating or linking clients from TD Ameritrade Veo	
ed below. Add a new partner to your⊤c	Integration Partners TD Ameritrade Veo  RepCode	
on the right to add a new partner.	Cancel	Date Added

#### Complete and send ROI form to TD Ameritrade Institutional



#### RELEASE OF INFORMATION

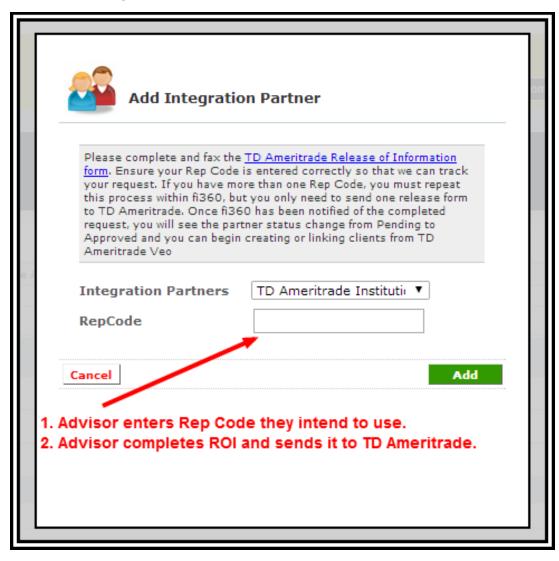
TD Ameritrade Institutional, a division of TD Ameritrade, Inc. (collectively, "TD Ameritrade") has entered into an alliance with fi360, Inc. (together with its affiliates, "Servicer"). The alliance is intended as a value-added service to independent investment advisors ("Advisors") who custody customer assets at TD Ameritrade and who use Servicer as a service provider.

In connection with the services provided by Servicer, you may direct that information related to the accounts custodied at TD Ameritrade and/or other Confidential Information be provided by TD Ameritrade to Servicer. "Confidential Information" herein is deemed to include confidential client, business, financial or technical information or data proprietary to you that is competitively and commercially valuable to you and not generally known, or available by legal means, to third parties. Servicer in turn may use the Confidential Information to enable you to access client information as part of the services it provides to you. TD Ameritrade and Servicer have entered into a Confidentiality Agreement in connection with the services provided that protects the confidentiality of TD Ameritrade confidential information.

Your signature below will acknowledge your agreement to the release by TD Ameritrade of Confidential Information to Servicer relating to your Advisor customers. You further hereby represent that you have obtained from your Advisor customers all authorizations necessary for release of this information in a manner consistent with applicable privacy laws and regulations. You agree to indemnify and hold harmless TD Ameritrade from and against any and all claims arising in connection with this agreement and TD Ameritrade reliance thereon.

Please indicate your agreement to the foregoing by signing and returning a copy of this agreement to TD Ameritrade Technology Services at fax # 858-678-2855.

#### Select Integration Partner, enter RepCode, select Add



#### After the status is changed to "Approved", you will be able to use the integration features

Integr	ation Partners						Report Queue	
Custom	Holdings Directory	Due Diligence Criteria	Integration Partners					
	<b>Integration Partners</b> Hide help text [-] Your active or pending integration partners are listed below. Add a new partner to your Toolkit account by clicking on the Add button in the I want to column.							
	Exit			at account by clicking o			I want to	
W	Partner Name			Account ID	Status	Date Added	Add integration partner	
	TD Ameritrade Veo			9876XXX	Approved	01/27/2014		
	TD Ameritrade Veo			8876XXX	Approved	01/27/2014	Delete integration partner(s)	
	TD Ameritrade Veo			7876XXX	Approved	01/27/2014	Use checkboxes on left)	
	TD Ameritrade Veo			xx3	Pending	04/17/2014	(Use diedubles official)	
							Get help	
							<u>How long will it take to</u> <u>approve the integration</u> <u>partner?</u>	
	Exit	? What if I don't see an integration partner I want to link to my account?						

### Select My Clients

		We	Icome fi360 Demo   Account Admin	<u>Report a bug</u>   <u>Submit a comment</u>   <u>Logout</u>
f1360 <sup>-</sup>	My Fi360 T	ols Home My Clients My Proposals My	Lists My Models Individual Tools	Settings Help Center
Integration Partners Custom Holdings Directory Due Diligence Criteria Integration Partners				Report Queue
<b>Integration Partners Hide help text [-]</b> Your active or pending integration partners are listed below. Add a new partner to your Toolkit account by clicking on the Add button in the I want to column.				
Exit				I want to
1 Partner Name	Account ID	Status	Date Added	Add integration partner
TD Ameritrade Veo	9876XXX	Approved	01/27/2014	
TD Ameritrade Veo	8876XXX	Approved	01/27/2014	Delete integration partner(s)
TD Ameritrade Veo	7876XXX	Approved	01/27/2014	Use checkboxes on left)
				(Use checkboxes on left)
Exit				Get help ? How long will it take to approve the integration partner? ? What if John see an integration partner I want to link to my account?

#### Select Create

Welcome 5360 Demo   Account Admin   Report a bug   Submit a comment   Logoud								
MARCH 10, 2014								
11500			My Fi360 Tools Home	My Clients My Proposals I	My Lists My Models Individ	lual Tools Setting	is Help Center	
My Clients							Report Queue	
Client Cabinet Data Import								
Client Cabinet Hide help text [-]								
Click the Create button to create a new client, or click on a client name to retrieve	an existing client file. Use the filters to refine the client li	ist or the search to quickly fi	nd a specific client file.					
							T unand to	
Exit My Clients     Search by client name (will search across all clients):						6	Create a new client	
Choose one or multiple filters to refine your client list							Create	
, ,	lient Type:	<b>v</b>					Delete client(s)	
Custom Universe: All v	lost recent data period: All	Ŧ					Use checkboxes on left)	
Client Name (Click to edit)	Туре	Status	Custom Universe	Most Recent Data Period	Integration Partner	Сору	Download questionnaire	
ABC Company	Ret. Plan - Participant Directed	Current	No Restriction	1/31/2014	Establish Link	<b>a</b>	Individual Investor	
Alex Anderson	Ret. Plan - Committee Directed	Current	No Restriction	1/31/2014	Establish Link	<b>a</b>	W 📆	
Avant G. Arde 401k Plan	Ret. Plan - Participant Directed	Current	No Restriction	11/30/2013	Establish Link	<b>a</b>	Personal Trust	
Black Beard Inc. 401k Plan	Ret. Plan - Participant Directed	Prospective	No Restriction	1/31/2014	Establish Link	<b>\$</b>	Foundation/Endowment	
Blacktop Construction 401k Plan	Ret. Plan - Participant Directed	Current	Schwab Platform	1/31/2014	Establish Link	<b>\$</b>	Ret. Plan Participant Directed	
Bozeman Widget 401(k) Plan	Ret. Plan - Participant Directed	Current	No Restriction	9/30/2013	Establish Link	6	W 🐀	
Daily Bank Corp. 401k Plan	Ret. Plan - Participant Directed	Prospective	No Restriction	10/31/2013	Establish Link	<b>\$</b>	Ret. Plan Committee Directed	
Dave Sample	Ret. Plan - Participant Directed	Prospective	No Restriction	12/31/2013	Establish Link	<b>i</b>	Get help ? What is the difference	
Demo 1	Ret. Plan - Committee Directed	Current	No Restriction	12/31/2013	Establish Link	<b>a</b>	between Current, Prospective, and Former	
Demo Example - IRA Couple	Individual Investor	Prospective	No Restriction	12/31/2013	Establish Link	<b>b</b>	clients? ? Ineed help with the Data Questionnaires.	

#### Select <u>Create a Client from an</u> integration partner

Create a new	/ Client	
	Create a Cli	ent from an integration partner
Name		
Status	Current 👻	
Туре	Retirement Plans - Participant Directed 🛛 🗸	
Sub-type	Corporate Defined Contribution	
Custom Universe	No Restriction 👻	
Cancel		Create

### Check off the client(s) you want to link and select <u>Create</u>

	Create a new Client								
	Please select one or multiple accounts from and populate them with the most recent data	ase select one or multiple accounts from the list below. Click the create button to establish fi360 client records for each account populate them with the most recent data available from our partner.							
			Create a Client manually						
ick on a client name to retrie	Integration Partner	Account Name	^						
	TI Ameritrade Veo - 7876XXX	Sara Rogers - IRA	Ψ.						
across all clients):	Cancel		Create	$\mathbf{b}$					
me your client list									
*									
	Ret, Plan - Participant Directed	Prospective No Restric	ction 12/31	/2013 <u>Est</u>					

### When the link is complete, you will see the client created in the Client Cabinet

Jane Doe Prospect	Ret. Plan - Participant Directed	Prospective	No Restriction	9/30/2013	<u>Establish Link</u>	
Jane Smith IRA	Individual Investor	Current	No Restriction	10/31/2013	<u>Establish Link</u>	<b>\$</b>
JaneDoe - IRA	Individual Investor	Current	No Restriction	12/31/2013	TD Ameritrade Veo <u>Unlink</u>	2
Joe Advisor	Ret. Plan - Participant Directed	Current	No Restriction	1/31/2014	Establish Link	4
Joe Fiduciary Investment Advisor	Ret. Plan - Committee Directed	Current	No Restriction	10/31/2013	Establish Link	4
Joe Prospect 401k	Ret. Plan - Participant Directed	Prospective	No Restriction	10/31/2013	<u>Establish Link</u>	2
Joe's Bar	Individual Investor	Current	No Restriction	12/31/2012	Establish Link	
JohnSmith - IRA	Individual Investor	Current	No Restriction	1/31/2014	TD Ameritrade Veo <u>Unlink</u>	
MikeEasterday - IRA	Individual Investor	Current	No Restriction	12/31/2013	TD Ameritrade Veo <u>Unlink</u>	
New Client Name	Ret. Plan - Participant Directed	Current	No Restriction	10/31/2013	Establish Link	<b>e</b>
Phoenix Foundation	Foundation / Endowment	Current	No Restriction	9/30/2013	<u>Establish Link</u>	2
pi529 401k Plan	Ret. Plan - Participant Directed	Current	No Restriction	3/31/2013	<u>Establish Link</u>	
Princeton 401k	Ret. Plan - Participant Directed	Prospective	No Restriction	1/31/2013	<u>Establish Link</u>	<b>\$</b>
Red Star Foundation	Foundation / Endowment	Current	No Restriction	12/31/2012	Establish Link	<b>\$</b>
Rosina 401k	Ret. Plan - Participant Directed	Current	No Restriction	7/31/2013	<u>Establish Link</u>	<b>\$</b>
Sample 401k Client	Ret. Plan - Participant Directed	Current	No Restriction	10/31/2013	Establish Link	4
Sample DB Client - MR	Ret. Plan - Committee Directed	Current	No Restriction	10/31/2013	<u>Establish Link</u>	2

#### Questions?

tools@fi360.com

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