

Trading Mechanism

Arranging a transfer with Currency Index is very simple. You have completed the most important first step by registering for a Trading Facility and as such you have now been allocated one of our very experienced currency consultants.

Quote

Once you are ready to arrange a transfer, give your currency consultant a call or email and explain what you need to do and how much currency you are looking to buy/sell. We will then offer you the best rate we can from our various sources.

Order

When you are ready to go ahead with your trade, all you need to do is give us a verbal instruction to buy/sell the currency for you, which we do immediately at the quoted rate. Instruction can be given in writing by email, but this is not a requirement - a verbal instruction is sufficient. Once an order is placed it cannot be changed or cancelled.

Confirmation

Immediately following your order, you are provided with a 'contract note' by email, which is a confirmation of the transaction, detailing all the agreed figures and the rate. The contract note is for your information - you do not need to do anything with it to confirm your trade.

Settlement Payment

On the contract note is an explanation of how you can settle your trade. The main method is via electronic transfer, and for orders settling in any currency other than Sterling this is the

Your currency consultant is ready and waiting to help you to arrange any currency exchanges and international payments you need to make, and can be contacted by email or on their direct line phone number.

only acceptable method. But we can also accept cheques as settlement for orders derived from Sterling. Our bank details can be found in the central section of the contract note, and settlement is due by the maturity date, which is also found on the contract note.

Onward Transfer

In order for us to complete the onward transfer of the ordered funds, we will need the details of the bank account you wish to pay. This is required in writing, ideally by email, and will also be verbally confirmed with you. The contract note has a section at the bottom that details exactly what we need, which you can complete and return, or alternatively if you have the details on an email or invoice, then you can forward that to your currency consultant instead.

Completion

Once we have cleared funds from you and confirmation of the onward payment details, we can then transmit the funds for you. If you want this to be immediate then that is fine, or alternatively we can time the transfer so that funds arrive on a specific date.

The process for trading with Currency Index is very straightforward, with every step designed to be easy to use, but also very secure.

If you require any further information, please do contact your currency consultant, who will be more than happy to answer any questions you have.