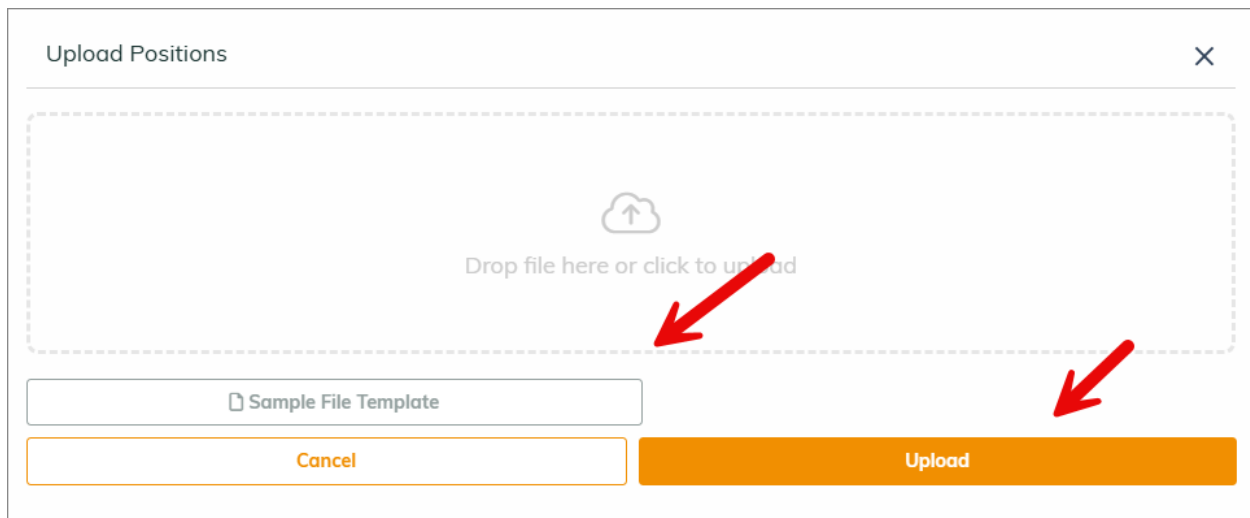
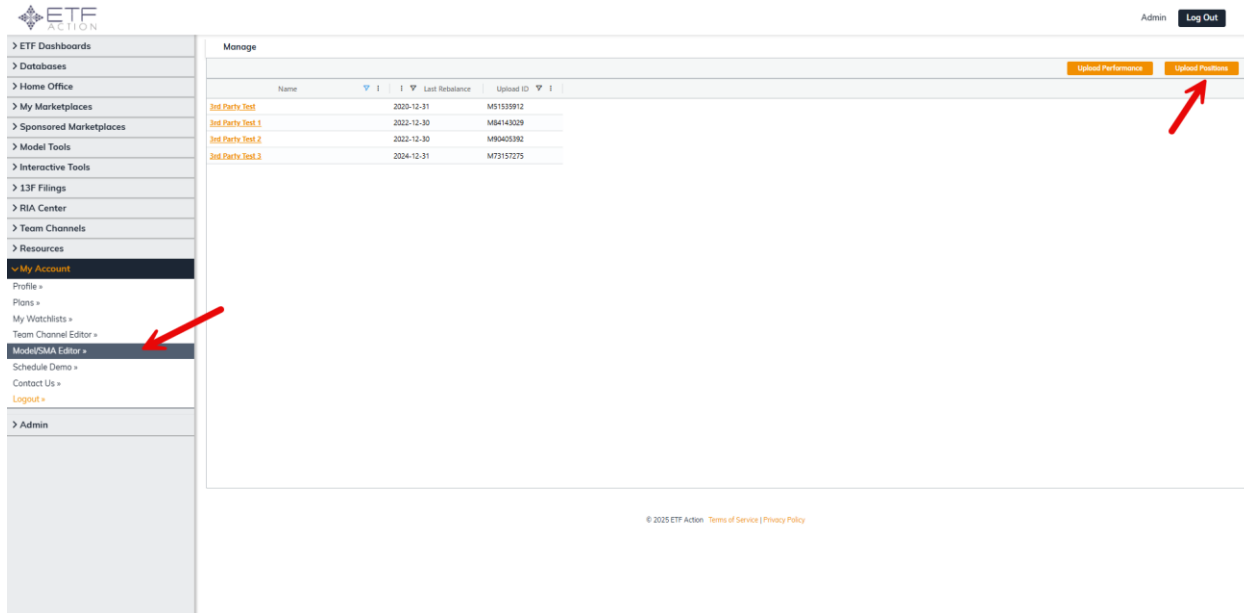


How To Upload Positions for the Models/ SMAs Database:

- 1) Head to the Model/SMA Editor tool under the My Account dropdown
- 2) Click on the orange Upload Positions button at the top right of the screen
- 3) Drag and drop your positions CSV file and press upload



Required Format for Positions CSV File:

We have created a Sample Positions Upload File Template that can be accessed via the Upload Performance button. The required format is a CSV file with a model_id column, a as_date column, a ticker column, and a weight column. Please see below for description of each column:

- 1) model_id will be the Model ID of each model you wish to upload positions for. The Model ID can be found from the Model/ SMA Editor tool under the My Account dropdown

- 2) as_date will be the month end or quarter end date of the positions you wish to include for each model in the file
- 3) ticker will be the ticker of each security included in the holdings. Please note that you need to include the country code for international securities (ie 4999-HK) and please use CASH_X for any cash allocations
- 4) weight will be the weight of each security for each date included in the holdings file. Please note that the weights for each model and each need to add up to 100.

Please note that you can include holdings data for multiple models and multiple dates on each file. Additionally, you can overwrite existing holdings via the Upload Positions button by including the same Model ID and date you would like to replace.

Sample File Format:

	A	B	C	D	E
1	model_id	as_date	ticker	weight	
2	M51535912	6/30/2025	AGG	30	
3	M51535912	6/30/2025	AAPL	30	
4	M51535912	6/30/2025	ACWI	30	
5	M51535912	6/30/2025	CASH_X	10	
6	M90405392	5/31/2025	SPY	30	
7	M90405392	5/31/2025	TLT	20	
8	M90405392	5/31/2025	BRK.B	20	
9	M90405392	5/31/2025	NVDA	20	
10	M90405392	5/31/2025	CASH_X	10	
11					
12					
13					
14					
15					