

Contract Manager

Contract, Renewal, and Document Management for
Asset Managers and Hedge Funds



Asset managers and hedge funds face significant challenges in managing all of the contracts that they have with their research brokers, independent research providers, and vendors in general. Often, the information about a firm's contracts, licenses, and research services are scattered across numerous systems, folders, and owners. This leads to operational risk, rising costs, and lost opportunities to both share savings as well as ensure that people get the services they want and not the ones they no longer need.

Whether research services are paid for using your own money or via CSA (Commission Sharing Agreements), tracking every step is crucial for the best financial outcome.

Castine's *Contract Manager* solves these issues by providing a firm-wide portal for all the contracts, subscriptions, licenses, and services that are in use.

Contract Manager Solves the Contract Dilemma from Budgets to Boardrooms

Contract Manager brings certainty to your contract process, ensuring that all the documentation is available for any question you, your users, or other teams may have. Tracking all vendors, brokers, and research providers in one portal is just the beginning of the benefits of this remarkable solution. *Contract Manager* also keeps track of detailed utilization of each service, who's using it (team or individual), renewal and cancellation windows to ensure that relationships and services that you rely on are always there while giving you the confidence that services no longer needed can be cancelled before they accidentally renew.

- Budget control
- P&L and CSA cost management
- Approval management
- Payment automation
- User tracking
- Boardroom-Ready Management Reporting
- Contract and document management
- Links to payment aggregators
- Complete budget and payment reporting
- Data import for quick creation of new services



Contract Manager operates on your full scope of need, from ensuring that your Board gets the actionable summaries they need down to managing users and renewals at a subsidiary, team, department, or individual level. Give your COO and CFO teams information on what costs are being paid for by the firm and which are being paid with CSAs (client commissions), with easy connections linking to your treasury system or any payment aggregator. The flexibility of the data management and the reporting of *Contract Manager* has no parallels and is ready to help you succeed.

Contracts Status									
90 days notice	2	60 days notice	1	30 days notice	4	Past Due	14	In Term	17

Actions	Vendor	Contract Id	Renewal Id	User List	Payment Freq.	Account SD	Account LD	Services	Service Type	Franchise	Total Cost	Soft/hard/Misc.	Term
	Bloomberg				Monthly	30293188	Bloomberg 30293...	Shared Service	Shared Service	VNC	200,000.00	100% Soft Dollar	
	Bloomberg				Monthly	30562614	Bloomberg 30562...	Shared Service	Shared Service	VNC	0.00		

Integration with Other “Asset Manager Toolkit” Modules

While it is certainly possible to use Castine just for contract management, there are other areas that might benefit your firm. The *Asset Manager Toolkit* can be the central access point for all of your firm’s research and commission management needs:

- **Due Diligence.** Streamline compliance logistics while reducing time to collect answers and highlighting risk scoring gaps with research providers, trading counterparties, 28(e), cyber, KYC, KYV, employees, and more.
- **Research Discovery.** Finding new and innovative research is one of the core responsibilities for every asset manager. Castine makes that dramatically easier with its *Research Discovery* module, a database of 1000’s of research providers that has information on the services (and samples) of the research services and data that each firm provides.
- **Full Research Management.** Connect contract management with Castine’s *Research Management System (RMS)* to leverage all the research you receive and your internal research as a true business asset. Full searching, AI engine, coupled with market data, transcripts, issuer/corporate hierarchy tracking and over 7m financial instruments and 120m data points yield huge benefits to your team.
- **Trade Reporting.** Report on all your trades, across all your order management systems, asset classes, and trade types, all in one user-managed reporting tool. Get answers instantly to questions that used to take hours or days.

About Castine

Castine has provided Cloud-based and in-house solutions to more than 50 brokers and 500 asset managers worldwide.

Modules include contract management, research management (RMS), CSA and P&L-based commission management, research consumption and evaluation, budgeting and payments, and multi-asset class trade reporting. For brokers there are additional modules for CSAs and aggregation, compensation, and client and trader profitability and performance reporting.

New York, Lisbon, London, Paris, and Buenos Aires.