



PREMIER TRADE EXCHANGE

Account Transaction Readiness Policy

The standalone policy governing when an individual member account is verified, capable, and authorized to initiate and complete transactions.

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633 West Fifth Street, 26th and 28th Floors, Downtown Los Angeles, California 90071, United States.

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1. Policy Purpose

This Account Transaction Readiness Policy establishes the standards, controls, responsibilities, and approval procedures used by Premier Trade Exchange to determine whether an individual member account is prepared and authorized to initiate, receive, perform, complete, and settle transactions through the exchange.

The purpose of this policy is to ensure that every participating account has the legal authority, financial capacity, operational capability, documentation, approvals, and resources necessary to complete transactions reliably and in accordance with exchange rules.

An account shall not be treated as transaction-ready merely because it has been registered, activated, funded, verified, or granted access to the exchange platform.

Transaction readiness requires a separate determination that the account is capable of performing actual transactions.

2. Scope

This policy applies to:

- Individual members
- Business members
- Corporate members
- Buyers
- Sellers
- Asset owners
- Asset purchasers
- Brokers or authorized representatives
- Exchange operators
- Licensees
- Account administrators
- Any person or organization permitted to initiate, approve, receive, fund, fulfil, or settle transactions through Premier Trade Exchange

The policy applies to cash transactions, trade-credit transactions, mixed cash and trade-credit transactions, asset transactions, service transactions, purchase schedules, selling schedules, and any other transaction supported by the exchange.

3. Definition of Account Transaction Readiness

Account Transaction Readiness is the verified status confirming that a specific member account has completed all applicable legal, financial, compliance, documentation, operational, funding, fulfilment, and technical requirements necessary to initiate and complete transactions through Premier Trade Exchange.

An account is transaction-ready only when Premier Trade Exchange has determined that:

1. The account holder is properly identified and authorized.
2. The account is active and in good standing.
3. Required agreements and disclosures have been accepted.

4. Applicable verification and compliance reviews have been completed.
5. Buying, selling, asset, or service information is sufficiently complete.
6. The member has the capacity to fund, deliver, receive, and settle transactions.
7. No unresolved restriction prevents the account from transacting.
8. The account can proceed with a transaction without material avoidable delay.

4. Policy Principles

Readiness is verified, not assumed

A member's statement that the member is ready, willing, interested, or able to transact is not sufficient. Readiness must be supported by information, documentation, approvals, account data, and operational evidence.

Readiness is transaction-specific

An account may be ready for one type or size of transaction but not for another.

For example, an account may be ready to purchase services using trade credit but not ready to acquire an asset requiring a substantial cash component.

Readiness is continuous

Transaction readiness is not permanent. It may be reviewed, upgraded, downgraded, suspended, or withdrawn when account circumstances change.

Critical failures override readiness scores

An account shall not be classified as transaction-ready when a critical requirement remains incomplete, regardless of the account's overall readiness percentage.

Readiness does not guarantee transaction success

A transaction-ready designation confirms that the account has satisfied applicable readiness requirements. It does not guarantee that:

- A suitable counterparty will be available
- A proposed transaction will be approved
- A transaction will close
- A counterparty will perform
- A specific financial result will be achieved
- A particular product, service, or asset will be available

5. Account Transaction Readiness Standards

Account Activation Readiness

The account must:

- Be fully registered
- Have an active membership status
- Have completed applicable membership activation requirements

- Have paid applicable membership or activation fees
- Have valid login credentials
- Have no unresolved administrative hold
- Have the correct account type and permissions
- Have designated authorized users where applicable

A free, trial, preview, incomplete, suspended, expired, or restricted account shall not automatically qualify as transaction-ready.

Identity and Business Verification Readiness

The account holder must provide sufficient information for Premier Trade Exchange to verify identity, ownership, authority, and business legitimacy.

Requirements may include:

- Government-issued identification
- Legal name
- Business registration documents
- Business address
- Ownership information
- Authorized signatory information
- Tax or registration numbers
- Director, officer, or controlling-person information
- Proof of authority to act for the organization
- Proof of ownership or control of listed assets
- Additional verification information requested by the exchange

Verification must be current, internally consistent, and reasonably sufficient for the proposed transaction.

Agreement and Consent Readiness

The account must have accepted all agreements, disclosures, and consents applicable to its activities, including where required:

- Master Membership, Schedule and Trade Credit Agreement
- Marketplace, Transaction and Compliance Agreement
- Privacy Policy
- Electronic Communications, Records and Signature Consent
- Member Earnings, Transaction Results and Trade Credit Disclosure
- Cookie Policy
- Transaction-specific agreements
- Purchase or selling schedules
- Settlement authorizations
- Asset-transfer documents
- Any additional agreement required for the proposed transaction

Acceptance records must be stored in a form that identifies the account, agreement version, date, time, and method of acceptance.

Compliance Readiness

The account must satisfy applicable compliance controls, which may include:

- Identity verification
- Business verification
- Ownership verification
- Sanctions screening
- Restricted-party screening
- Fraud-risk review
- Prohibited-transaction review
- Source-of-funds review
- Source-of-assets review
- Transaction-purpose review
- Jurisdictional review
- Enhanced due diligence for higher-risk transactions
- Review of unusual or inconsistent activity

The exchange may require additional information at any time when the nature, size, structure, jurisdiction, funding method, or purpose of a transaction creates elevated risk.

Buying Readiness

A member seeking to purchase through the exchange must demonstrate that it can complete the buying side of a transaction.

Buying readiness may require:

- A completed buying schedule
- A clear description of the required product, service, asset, or solution
- Quantity, quality, specification, and delivery requirements
- Target delivery dates
- Approved budget
- Available cash, trade credit, or mixed-payment capacity
- Ability to pay applicable transaction fees
- Valid payment and settlement instructions
- Authority to approve and receive the purchase
- Ability to accept delivery
- Required permits, licenses, facilities, or import approvals
- A responsible person assigned to the transaction
- Confirmation that the buying requirement is genuine and current

A request shall not be considered transaction-ready when it is speculative, materially incomplete, unsupported by budget, or beyond the member's demonstrated capacity.

Selling Readiness

A member seeking to sell through the exchange must demonstrate that it can supply and fulfil the proposed transaction.

Selling readiness may require:

- A completed selling schedule
- Accurate product or service descriptions
- Current pricing
- Available inventory or service capacity

- Delivery timelines
- Geographic service area
- Quality standards
- Warranties or service commitments
- Proof of ownership or authority to sell
- Required licenses, permits, certifications, or insurance
- Fulfilment personnel and facilities
- Ability to issue invoices and transaction documents
- Ability to accept the proposed settlement method
- Ability to pay applicable transaction fees
- A defined process for delivery, acceptance, returns, disputes, and support

A listing shall not be classified as transaction-ready when the member cannot demonstrate the ability to deliver in accordance with the listed terms.

Asset Transaction Readiness

For asset transactions, the account may be required to provide:

- Proof of ownership
- Clear title or evidence of transferable rights
- Asset description and location
- Valuation information
- Encumbrance or lien information
- Inspection records
- Photographs, surveys, certificates, or technical reports
- Transfer requirements
- Regulatory approvals
- Insurance information
- Escrow requirements
- Taxes, duties, and closing-cost information
- Confirmation of who has authority to approve the transfer
- Confirmation of the cash and trade-credit structure
- A defined closing and settlement process

Premier Trade Exchange may reject or restrict an asset transaction where ownership, valuation, transferability, condition, legal status, or settlement terms cannot be adequately verified.

Financial and Settlement Readiness

The account must demonstrate the ability to meet all applicable financial obligations.

This may include:

- Sufficient available cash
- Sufficient available trade-credit balance
- Approved credit allocation
- Availability of any required cash contribution
- Valid bank or settlement account
- Valid payment instructions
- Ability to pay transaction, conversion, processing, or service fees

- Confirmation of taxes, duties, shipping, insurance, and closing costs
- Availability of deposits or reserves
- Completion of escrow requirements
- Absence of unresolved chargebacks or unpaid balances
- Absence of an account deficit or unauthorized negative balance

Trade credit shall not be treated as a substitute for cash where the applicable transaction requires a cash component.

Trade-Credit Readiness

Where trade credit is used, the account must have:

- An approved trade-credit allocation or balance
- Authority to use the trade credit
- A clear understanding of applicable trade-credit rules
- Sufficient trade credit available for the transaction
- Capacity to meet any required cash component
- Capacity to pay applicable fees
- No unresolved restriction on the account balance
- No pending reversal, dispute, or adjustment that materially affects availability

Displayed, projected, conditional, pending, promotional, restricted, or unactivated trade credit shall not be treated as immediately available unless the exchange confirms otherwise.

Operational Readiness

The member must have the practical ability to perform its obligations.

Operational readiness may include:

- Adequate personnel
- Inventory or service capacity
- Warehousing or facilities
- Delivery resources
- Technology and communication access
- Appropriate insurance
- Internal approval authority
- Customer-support capability
- Recordkeeping systems
- Transaction-management personnel
- Capacity to respond to exchange requests
- Capacity to meet agreed timelines

A member shall not be classified as transaction-ready when its intended transaction materially exceeds its demonstrated operational capacity.

Documentation Readiness

All material transaction information must be complete, accurate, current, and internally consistent.

Required documentation may include:

- Quotes

- Purchase orders
- Invoices
- Proposals
- Specifications
- Contracts
- Delivery instructions
- Inspection reports
- Proof of ownership
- Certificates
- Shipping documents
- Settlement instructions
- Tax documents
- Insurance documents
- Escrow instructions
- Transaction confirmations

Missing or contradictory documentation may result in a readiness restriction.

Technical Readiness

The account must be technically capable of using the exchange.

This may require:

- Access to the registered email address
- Ability to log in securely
- Completion of required authentication
- Access to transaction notifications
- Ability to upload and review documents
- Ability to accept electronic agreements
- Ability to receive transaction records
- Accurate contact and notification settings
- No unresolved security compromise

An account suspected of unauthorized access, credential theft, or account takeover shall be restricted until security has been restored.

6. Account Readiness Statuses

Each account may be assigned one of the following statuses:

Not Assessed. The account has not yet undergone a transaction-readiness review.

Not Started. The account has not completed the minimum requirements needed to begin assessment.

In Progress. The account has started the readiness process but material requirements remain incomplete.

Pending Member Action. The exchange is waiting for information, documents, payment, clarification, approval, or corrective action from the member.

Pending Review. The member has submitted required information and the exchange is reviewing it.

Conditionally Ready. The account satisfies most readiness requirements but may transact only within defined limits, transaction types, values, jurisdictions, or conditions.

Transaction Ready. The account has completed all applicable critical requirements and is authorized to participate in approved transactions within its assigned limits.

Restricted. The account may access the platform but cannot initiate or complete some or all transactions.

Suspended. Transaction privileges have been temporarily withdrawn.

Not Eligible. The account does not qualify for transaction readiness under current exchange requirements.

Closed. The account is no longer active or authorized to transact.

7. Readiness Scoring

Premier Trade Exchange may display an Account Transaction Readiness percentage for administrative or member guidance.

A suggested scoring framework is:

- 0%–39%: Not Ready
- 40%–69%: Readiness in Progress
- 70%–84%: Conditionally Ready
- 85%–100%: Transaction Ready, subject to critical-control approval

The percentage is an operational indicator and does not create an automatic right to transact.

An account cannot receive final Transaction Ready status when any critical requirement remains incomplete.

Critical requirements include, where applicable:

- Identity and authority verification
- Required agreements
- Compliance approval
- Sufficient settlement capacity
- Ownership or authority to sell
- Ability to deliver or receive
- Required transaction documentation
- Absence of a material account restriction

8. Transaction-Specific Readiness Review

General account readiness does not eliminate the need for transaction-specific review.

Before approving a particular transaction, Premier Trade Exchange may verify:

- The proposed transaction amount
- The transaction type
- The identity and readiness of each counterparty
- Available cash and trade credit
- Product, service, or asset availability
- Delivery and fulfillment capacity

- Transaction documents
- Applicable fees
- Jurisdictional requirements
- Escrow or settlement requirements
- Risk level
- Compliance status
- Any unusual transaction characteristics

A generally transaction-ready account may be declined for a specific transaction that exceeds its approved scope or capacity.

9. Member Responsibilities

Each member is responsible for:

- Providing accurate information
- Maintaining current account records
- Disclosing material changes
- Responding promptly to readiness requests
- Maintaining sufficient funds and trade credit
- Maintaining the capacity to perform
- Monitoring account notifications
- Protecting login credentials
- Reviewing transaction terms before approval
- Paying applicable fees
- Reporting suspected fraud or unauthorized activity
- Not presenting speculative capacity as confirmed capacity
- Not listing products, services, or assets the member cannot lawfully supply
- Not making transaction commitments beyond its operational or financial ability

A member must immediately notify Premier Trade Exchange of any change that could affect transaction readiness.

10. Continuous Monitoring

Premier Trade Exchange may continuously review transaction readiness using:

- Account activity
- Payment history
- Delivery performance
- Dispute history
- Transaction completion rates
- Compliance reviews
- Account-balance changes
- Expired documents
- Changes in ownership or control
- Security alerts
- Member complaints

- Transaction reversals
- Unusual activity
- External verification information
- Failure to respond to exchange requests

Readiness may be automatically or manually reassessed when a material change is detected.

11. Readiness Downgrades and Restrictions

An account's readiness may be downgraded, restricted, or suspended when:

- Verification expires
- Required information becomes outdated
- Agreements are withdrawn or breached
- Funds or trade credit become insufficient
- The member fails to pay fees
- The member fails to deliver
- The member repeatedly cancels transactions
- A transaction is disputed
- Fraud or misrepresentation is suspected
- Ownership or authority is questioned
- The account is compromised
- The member exceeds approved limits
- The member becomes subject to a legal or regulatory restriction
- The account creates material risk to counterparties or the exchange

Premier Trade Exchange may impose limits while an issue is investigated.

12. Corrective Action

Where appropriate, the exchange may provide the member with a corrective-action list identifying:

- The failed readiness requirement
- The information or action required
- The responsible party
- The deadline
- The documentation required
- Any temporary account restriction
- The conditions for reassessment

Completion of corrective action does not guarantee approval but allows the account to be reassessed.

13. Review and Approval Authority

Account Transaction Readiness may be reviewed and approved by authorized personnel or systems responsible for:

- Membership administration
- Verification
- Compliance

- Transaction operations
- Settlement
- Risk management
- Technical security
- Marketplace operations

No employee, service provider, account manager, or representative may override a critical readiness requirement without documented authorization from the appropriate decision-maker.

14. Records and Audit Trail

Premier Trade Exchange shall maintain appropriate records of:

- Readiness assessments
- Verification results
- Submitted documents
- Agreements and consents
- Status changes
- Restrictions
- Review decisions
- Approval dates
- Reviewer identity
- Corrective actions
- Transaction-specific assessments
- Member communications

Records shall be retained in accordance with applicable exchange policies and legal requirements.

15. Review Requests

A member may request a review of a readiness decision by providing:

- The account information
- The disputed readiness status
- The reason for the request
- Supporting documentation
- Any corrected or updated information

The exchange may confirm, modify, or uphold the original determination.

Transaction privileges may remain restricted while the review is pending.

16. No Automatic Right to Transact

Registration, membership payment, account verification, trade-credit allocation, platform access, or a displayed readiness percentage does not create an unconditional right to transact.

Premier Trade Exchange retains the right to:

- Require additional verification
- Limit transaction size

- Restrict transaction types
- Require escrow
- Require additional documentation
- Delay settlement
- Decline a proposed transaction
- Suspend an account
- Apply risk controls
- Protect the exchange and its members from operational, financial, legal, security, or compliance risk

17. Policy Administration

This policy shall be administered by Premier Trade Exchange and its authorized service providers.

The policy may be updated to reflect:

- Changes in exchange operations
- Changes in transaction products
- New risk controls
- New technology
- New legal requirements
- Marketplace experience
- Fraud-prevention requirements
- Changes in settlement methods
- Changes in membership or transaction structures

The version in effect at the time of the relevant readiness assessment shall govern that assessment.