SECURITY TRADERS

THE SECURITY TRADERS PLATFORM

DEAL ROOM USER GUIDE

A clear, practical introduction to secure opportunities, verified participants, private rooms and controlled transaction workflows.

PREPARED FOR	VERSION	STATUS
Advisers • Seller mandates • Qualified buyers	1.0 | 9 November 2026	Proposed workflow / user training

READ THIS FIRST

This guide explains the proposed Deal Room. Images, sample transactions and status labels are illustrative—not proof of a live service, verified opportunity or escrow protection. Consult the deployed app and current terms before use.

SECTION 01 / USER GUIDE

Welcome to the Deal Room

One trusted workspace to move from introduction to controlled diligence and, where appropriate, external closing support.

The Deal Room is intended for advisers and introducers, seller mandates, qualified buyers, compliance reviewers and authorized administrators. Each opportunity has its own private workspace, access requirements, documents, messages, meetings and milestones.

> **WHAT IT IS—AND WHAT IT IS NOT**
> A gated, invitation-led workflow environment for approved participants. It is not an open public marketplace, an assurance that a deal is legitimate, a substitute for independent due diligence, or an escrow or payment service.

Your first 10 minutes

1. Accept your invitation from an expected Security Traders contact.
2. Set up your account and multi-factor authentication (MFA).
3. Complete the identity or business profile requested for your role.
4. Review confidentiality rules and sign any required NDA.
5. Open your dashboard to see assigned tasks, allowed opportunity summaries and room requests.
6. Enter a room only after all required seller and compliance approvals are recorded.

How a deal progresses

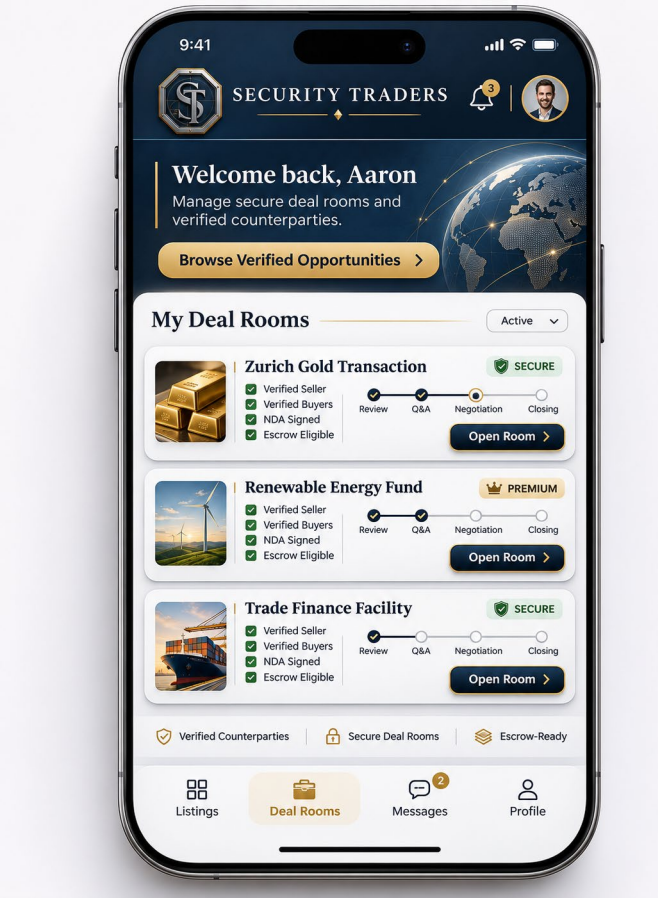
BEFORE A ROOM OPENS	AFTER A ROOM OPENS
1. Adviser submits intake	5. Participants enter initial room
2. Seller identity / authority reviewed	6. First private meeting recorded
3. Buyer qualification and NDA	7. Additional documents released by tier
4. Seller + compliance match approval	8. Negotiation and closing support

> **ONE IMPORTANT RULE**
> “Verified” means that a defined review step has been completed to the applicable standard. It does not guarantee title, authenticity, asset value, availability, solvency or transaction success.

SECTION 02 / USER GUIDE

Know your dashboard

A mobile-first orientation to the key controls. The illustration below is a design concept, not a live screen capture.



01 OPPORTUNITIES

Browse only the blind summaries your role has been permitted to view—not a public search feed.

02 MY DEAL ROOMS

See authorized cases, current stage and next actions.

03 STATUS INDICATORS

Verification, NDA and escrow-related labels are conditional; confirm evidence and scope in the room.

04 OPEN ROOM

Open a workspace only when your access has been approved.

05 MESSAGES

Use private room threads rather than informal outside chat.

06 PROFILE

Review your onboarding, identity and account security settings.

Illustrative screen: sample opportunities, names, badges and progress are fictional and are not verified or available transactions. Live labels, menus and capabilities may differ.

SECTION 03 / USER GUIDE

Sign in, verify and gain access

Your identity, authority and permitted actions determine which rooms and information you can see.

Step-by-step account setup

1. Open the invitation link you expected; if in doubt, verify with the sender through a separate trusted channel.
2. Create your login and enroll an MFA method; do not share codes or reuse passwords.
3. Complete the individual or business profile. Provide company information where KYB is required.
4. Upload requested KYC/KYB or authority documents through the secure platform—not email or public links.
5. Read and accept the platform rules and any opportunity-specific NDA.
6. Check your dashboard for “Pending,” “Clarification Requested,” or “Approved” actions; respond inside the platform.

What unlocks access?

CONTROL	USER ACTION
Identity / business review	Provide accurate, current supporting records.
Seller authority review	Show that the seller mandate can act for the seller.
Buyer capacity review	Provide required POF through the assigned secure workflow.
NDA and room rules	Sign and acknowledge before restricted materials are released.
Seller and compliance consent	Wait for approval; a request is not permission.

PRIVACY BY DEFAULT

An invitation, account creation, or visible opportunity teaser does not automatically grant access to seller identities, sensitive documents, payment details or a private deal room.

SECTION 04 / USER GUIDE

For advisers and introducers

Submit a clear opportunity, coordinate participants and keep a complete record of introductions and next steps.

Create a new opportunity

1. From the adviser dashboard, choose Create Opportunity / New Intake.
2. Enter a clear case title, transaction category, jurisdiction and permitted high-level summary.
3. Identify the seller mandate and invite the correct representative.
4. Upload only the initial documents necessary for internal screening.
5. Save draft or submit for compliance review; track missing information in the intake checklist.
6. Nominate buyer prospects only when permitted and when they have a legitimate basis to participate.
7. Request a room only after the seller-side review, buyer qualification and approvals are complete.

Manage the case after submission

DO

- Maintain an accurate status and milestone owner.
- Keep communication inside approved room channels.
- Record meeting dates, action items and decisions.

AVOID

- Posting real identities in blind summaries.
- Promising acceptance before compliance signs off.
- Sharing POF or mandate files outside the assigned vault.

EXAMPLE: APPROVED TEASER

Case code ST-DR-001 | Commodity transaction | Jurisdiction: Switzerland | Stage: seller verification in progress | Access: by invitation and qualification only. This is a fictional example of the information a blind summary might show.

SECTION 05 / USER GUIDE

For seller mandates

Demonstrate authority and decide what approved buyers may see—and when.

Onboarding and authority review

1. Accept the secure invitation and complete the seller-side profile.
2. Upload identification, company records and written authority or mandate documents as requested.
3. Answer verification questions and resolve discrepancies before proceeding.
4. Review buyer access requests after the buyer has completed its qualification process.
5. Approve or decline a proposed match; approval should specify the buyer and allowed disclosure scope.
6. Release additional documents only after the required milestone and compliance authorizations.

Document disclosure ladder

TIER	USUAL CONTENT	RELEASE RULE
Teaser	Anonymized summary; high-level terms	Only to approved teaser audience
Initial room	Overview, structured questions, approved introductory files	After buyer + seller + compliance approval
Advanced diligence	Sensitive transactional and financial support	After first meeting and next-tier authorization
Closing support	Final supporting legal / coordination records	Authorized parties and external professionals only

SELLER PROTECTION

Approving a buyer does not waive confidentiality, establish title, authorize payment instructions or mean that the buyer is guaranteed to perform. Keep authority documents and sensitive location or asset details restricted.

SECTION 06 / USER GUIDE

For qualified buyers

Complete screening, review the permitted blind summary and request access to the correct private room.

Buyer journey

1. Accept an expected invitation or follow an approved access route.
2. Complete individual KYC and, when applicable, company KYB.
3. Provide required proof-of-funds or financial-capacity records through the secure upload process.
4. Review and sign the NDA and room participation rules.
5. Read only the blind opportunity information made available to your account.
6. Select Request Room Access and wait for seller-side consent and compliance approval.
7. After admission, use the room Q&A, document viewer and meeting scheduler for diligence.
8. Request more documents through the workflow; do not assume you are entitled to all files.

Questions to ask before a transaction advances

- Who has been verified, by whom, and for what purpose?
- What evidence supports the seller's authority and the specific asset or opportunity?
- What independent legal, financial or technical diligence remains outstanding?
- Who handles escrow or settlement externally, and how are their identities independently confirmed?

> **PROTECT YOUR FINANCIAL INFORMATION**
>
> Upload capacity records only in the approved buyer portal. Do not post complete bank statements, wallet keys, passwords, or sensitive financial documents in room messages. Never treat a status badge as proof of funds or asset ownership.

SECTION 07 / USER GUIDE

Inside your private Deal Room

Everything relevant to one approved transaction belongs in one permissioned workspace.

TAB	WHAT IT HELPS YOU DO
Overview	Confirm case scope, status, confidentiality level and current tasks.
Participants	See authorized counterparts and their permitted roles.
Documents	Access the specific files and versions released to you.
Messages	Discuss operational questions in an auditable room thread.
Q&A Tracker	Ask formal questions, assign responses and monitor due dates.
Meetings	Request a meeting, see agenda and record attendance or actions.
Milestones	See the next gate, owner, due date and required evidence.
Audit Log	See activity that your access tier allows you to review.

A simple first-visit routine

1. Read the Overview and confirm the case name, participants and stage.
2. Check the next Milestone for assigned tasks or missing approvals.
3. Review the released Documents; note file version and access restrictions.
4. Use Q&A for requests that need a tracked answer and owner.
5. Book or attend the first private meeting, then log the agreed next steps.

> **ACCESS FOLLOWS YOUR ROLE AND STAGE**
>
> Room entry is specific to an approved case. Someone who can see a blind summary may still be unable to enter the room, download a file, add a participant or unlock the next disclosure tier.

SECTION 08 / USER GUIDE

Use the secure Document Vault

The vault organizes evidence, restricts copying and keeps a record of who handled which version.

Common folders

FOLDER	EXAMPLES
Introductory Summary	Approved teaser, initial deal overview
Identity & Corporate	Personal identity and corporate records
Authority & Mandate	Resolutions, representation letters, mandate evidence
Compliance	KYC/KYB, screening consent and review checklists
Financial Capacity / POF	Restricted capacity or proof-of-funds records
Transaction Notes	Requests, process memos and clarifications
Legal / NDA / Terms	Executed confidentiality and legal documents
Meetings	Agendas, notes, attendance and follow-up tasks
Closing Support	Documents for authorized external closing preparation

Before you upload or view a file

- Confirm it belongs to the correct case and folder.
- Check its sensitivity tier and whether its release has been authorized.
- Use a descriptive filename and current version; avoid unnecessary personal data.
- Follow view-only, watermark and download restrictions.
- Do not screenshot, forward or circulate restricted materials outside the room.

> **FILE HISTORY**
>
> A properly configured room should record uploader, upload date, file version, access tier, watermark/download settings and access history. Some audit details are visible only to compliance or administrators.

SECTION 09 / USER GUIDE

Messages, Q&A, meetings and milestones

Use structured collaboration to keep decisions visible and important follow-ups from being lost.

Choose the right tool

NEED	USE	BEST PRACTICE
Quick coordination	Secure Messages	Keep business discussion tied to the case.
An answer that must be tracked	Formal Q&A	Set an owner, due date, clear response and resolution.
A discussion requiring participants	Meetings	Record agenda, attendees, decisions and next steps.
Progress or an approval gate	Milestones	Complete required evidence before requesting next stage.

The 10 deal milestones

#	MILESTONE	#	MILESTONE
1	Intake Opened	6	First Meeting Held
2	Seller Verified	7	Additional Documents Shared
3	Buyer Qualified	8	Negotiation Active
4	NDA Completed	9	Closing Support
5	Room Activated	10	Closed / Archived

Each milestone should identify its owner, due date, required documents, approval status and notes. The phone mock-up simplifies this into Review → Q&A → Negotiation → Closing; use the detailed milestone list when managing the actual workflow.

BEFORE ADVANCED DISCLOSURE

The first private meeting must be recorded, both sides must indicate continued interest, compliance must authorize the next tier, and the designated adviser or administrator must confirm readiness.

SECTION 10 / USER GUIDE

Security and confidentiality essentials

A well-run Deal Room protects both parties and preserves an auditable record of decisions.

Five rules worth remembering

1. Use MFA and keep your device, password and account recovery methods secure.
2. Never share credentials, private keys, bank login information or one-time passcodes.
3. Do not forward invite links, documents or screenshots to unapproved third parties.
4. Verify any change to settlement, escrow, custodian or payment instructions independently using known contact details.
5. Immediately report suspicious access, forged files, pressured disclosure or unexpected changes in counterparties.

Security features expected in the proposed platform

ACCESS CONTROLS

- Invitation-only onboarding and verification.
- Role- and stage-based visibility.
- MFA, session expiry and suspicious-login alerts.

DOCUMENT CONTROLS

- Encrypted vault and activity trails.
- File watermarking and view-only tiers.
- Time-limited access and restricted downloads.

If something seems wrong

Stop sharing new information. Preserve the message or case reference. Notify the assigned compliance contact or room administrator through an approved channel and request a hold or access freeze if appropriate. Do not attempt to resolve suspected fraud by sending additional funds or identity records.

> **TRUST REQUIRES INDEPENDENT CHECKS**
>
> The product design includes controls, not guarantees. Users remain responsible for appropriate legal, financial, identity, asset and counterparty diligence. Escrow labels and integrations must be separately verified before use.

SECTION 11 / USER GUIDE

Common questions and practical help

Fast answers to the situations new users are most likely to encounter.

I can see a teaser but not a deal room. Is something wrong?

Not necessarily. Blind summaries and room entry have different access requirements. Complete the requested review, NDA and approvals before requesting room access.

Why can't I see a seller's full identity?

The system uses progressive disclosure. Identity and sensitive documents remain restricted until the required gate is approved.

Can I invite a lawyer, custodian or colleague?

Only through an approved participant-addition process. The compliance officer or administrator controls supporting roles and their permissions.

Can I download everything in the vault?

No. Some files may be view-only, watermarked or unavailable at your current disclosure tier.

How do I ask a question and make sure it gets answered?

Use a Formal Q&A item with a clear question, responsible owner and due date, rather than relying on untracked chat.

What if my verification was rejected or a room is on hold?

Review any stated reason, provide requested clarification through the secure portal and contact the assigned reviewer. Do not create another account to evade a decision.

Does "Escrow Eligible" mean funds are protected?

No. In the mock-up it is an illustrative label only. Escrow arrangements, providers and instructions require separate due diligence and confirmation.

SECTION 12 / USER GUIDE

Quick reference and glossary

Keep this page nearby while learning the platform.

Who does what?

ROLE	PRIMARY RESPONSIBILITY
Adviser / Introducer	Creates intake, nominates prospects and coordinates progress.
Seller Mandate	Proves authority, approves matches and manages document disclosure.
Qualified Buyer	Completes KYC/KYB, capacity checks and NDA; requests access.
Compliance Officer	Reviews evidence, authorizes tiers and can freeze a room.
Administrator	Manages platform access, templates, audit and security settings.
Support roles	Legal, custodian, observer or coordinator—only if approved.

Glossary

TERM	PLAIN ENGLISH
KYC / KYB	Know Your Customer / Know Your Business checks.
Seller mandate	A person or entity claiming authority to represent a seller.
POF	Proof of funds or financial-capacity documentation.
NDA	Non-disclosure agreement for confidential information.
Blind summary	An approved opportunity overview without restricted identifiers.
Disclosure tier	The level of information your approvals allow you to access.
Audit log	Record of key actions, approvals and document activity.

SOURCE & SCOPE

Adapted for Security Traders from the supplied “Invest Offshore Deal Room (Secure App) Dashboard Operations Manual,” version 1.0, and the previously developed Security Traders Deal Room technical specification. The branded mobile dashboard is a visual concept. This guide is intended for onboarding and stakeholder review—not a claim of current product availability, regulatory authorization, successful verification, custody or settlement capabilities.

> THE GUIDING PRINCIPLE
>
> Invite carefully. Verify independently. Disclose progressively. Keep decisions inside the room. Release the next stage only after its conditions are satisfied.