

**KELER's Depository Announcement -
No. 02/2019.
On LEI services**

Effective from: 1 February 2019

DEPOSITORY ANNOUNCEMENT ON LEI SERVICES

The LEI code is an international identifier for legal entities, primarily for the identification of legal entities involved in various financial transactions. The register is maintained by the foundation named Global Legal Entity Identifier Foundation (GLEIF), subject to control by the LEI Regulatory Oversight Committee (LEI ROC), a committee including public institutions. The Central Bank is a member of LEI ROC.

In order to facilitate LEI code application, KELER contracts an organization authorized to issue LEI codes (LEI issuer).

KELER concludes a contract with the Client for LEI code application, related to which the Client is required to submit the following documents:

- document evidencing the right of representation of the representatives of the company,
- copy of the signature specimen of representatives, with the original signature specimen presented at the same time.

Our Clients can request LEI codes in bulk. The requirements of bulk application are detailed in this document.

KELER checks the format but not the content of LEI applications.

If the application does not meet format requirements, KELER informs the Client and requests the correction of error. KELER forwards the corrected application to the LEI issuer.

KELER informs the Client in e-mail on LEI issuance, without delay, but not later than within one business day.

KELER plays a role in LEI code maintenance by annually updating with the LEI issuer the data based on which the LEI code is issued, in line with the data provided by the Client. If maintenance is not performed, the issued LEI code becomes inactive.

CSV, XLSM template for bulk registration

Bulk registration can be processed only if all the obligatory fields of the CSV, XLSM file have been filled in correctly. Please use the following template only and follow the instructions.

The template can be used for the LEI applications of different types of legally independent entities. Therefore, some of the fields have to be filled in differently, with a view to the type of the given entity (companies, funds, institutions).

The following pages contain a short description of the respective fields and then information for the completion of the fields for companies, funds and other organizations.

Please collect the requests into one single file and do not separate the requests into several files. Various types of entities can be included in the same file (e.g. the fund manager as business organization and all the funds it manages). The first row of the file contains the name of the fields; please leave this row unchanged and enter data into the second and subsequent rows. Please do not leave rows empty between the rows including the data of various entities.

Please use the following format when naming the file:

LEI_UNIQUE IDENTIFIER_DATE OF SUBMISSION

UNIQUE IDENTIFIER: 6 numeric characters (provided in the contract by KELER)

DATE OF SUBMISSION: YYYYHHNN format

File TYPE: MS Excel 2007 OR newer

File extension: xlsx

Field summary, Page 1/2

	FIELD NAME	OBLIGATORY *	CONTENT (COMPANY, FUND, INSITUION)
A	BULK_NAME	G, A, E	REGISTERED FULL NAME OF <ul style="list-style-type: none"> • COMPANY • FUND • OTHER ORGANIZATION
B	BULK_REGION_JU RISDICTION	G, A, E	COUNTRY OF COMPETENT REGISTRATION ORGANIZATION OF <ul style="list-style-type: none"> • COMPANY • FUND • OTHER ORGANIZATION
C	BULK_OU_TYPE	G, A, E	LEGAL FORM (SEE KEY FILE → LEGAL FORM) OF <ul style="list-style-type: none"> • COMPANY • FUND • OTHER ORGANIZATION
D	BULK_LE _STREET	G, A, E	ADDRESS OF REGISTERED SEAT (STREET AND HOUSE NUMBER) OF <ul style="list-style-type: none"> • COMPANY • FUND MANAGER IN CASE OF FUNDS • OTHER ORGANIZATION
E	BULK_LE _POSTAL	G, A, E	POSTAL CODE OF REGISTERED SEAT OF <ul style="list-style-type: none"> • COMPANY • FUND MANAGER IN CASE OF FUNDS • OTHER ORGANIZATION
F	BULK_LE_CITY	G, A, E	CITY OF REGISTERED SEAT OF <ul style="list-style-type: none"> • COMPANY • FUND MANAGER IN CASE OF FUNDS • OTHER ORGANIZATION
G	BULK_LE_STATE _REGION	G, A, E	REGION OF REGISTERED SEAT (SEE KEY FILE → SUBDIVISION) OF <ul style="list-style-type: none"> • COMPANY • FUND MANAGER IN CASE OF FUNDS • OTHER ORGANIZATION
H	BULK_LE _COUNTRY	G, A, E	COUNTRY (SEE KEY FILE → COUNTRY) OF <ul style="list-style-type: none"> • COMPANY • FUND MANAGER IN CASE OF FUNDS • SEAT OF OTHER ORGANIZATION
I	BULK_HQ_NAME	A	OFFICIAL FULL NAME OF <ul style="list-style-type: none"> • NOT TO BE COMPLETED FOR COMPANY • CUSTODIAN BANK IN CASE OF FUNDS • NOT TO BE COMPLETED FOR OTHER ORGANIZATION
J	BULK_HQ _STREET	G, A, E	ADDRESS (STREET AND HOUSE NUMBER) OF <ul style="list-style-type: none"> • COMPANY ADMINISTRATIVE CENTER • CUSTODIAN BANK IN CASE OF FUNDS • ADMINISTRATIVE CENTER OF OTHER ORGANIZATION
K	BULK_HQ _POSTAL	G, A, E	POSTAL CODE OF <ul style="list-style-type: none"> • COMPANY ADMINISTRATIVE CENTER • CUSTODIAN BANK IN CASE OF FUNDS • ADMINISTRATIVE CENTER OF OTHER ORGANIZATION
L	BULK_HQ_CITY	G, A, E	CITY OF <ul style="list-style-type: none"> • COMPANY ADMINISTRATIVE CENTER • CUSTODIAN BANK IN CASE OF FUNDS • ADMINISTRATIVE CENTER OF OTHER ORGANIZATION

Field summary, Page 2/2.

	FIELD NAME	OBLIGATORY *	CONTENT (COMPANY, FUND, INSTITUTION)
M	BULK_HQ_STATE_REGION	G, A, E	REGION (SEE KEY FILE → SUBDIVISION) OF <ul style="list-style-type: none"> COMPANY ADMINISTRATIVE CENTER CUSTODIAN BANK IN CASE OF FUNDS ADMINISTRATIVE CENTER OF OTHER ORGANIZATION
N	BULK_HQ_COUNTRY	G, A, E	COUNTRY (SEE KEY FILE → COUNTRY) OF <ul style="list-style-type: none"> COMPANY ADMINISTRATIVE CENTER CUSTODIAN BANK IN CASE OF FUNDS ADMINISTRATIVE CENTER OF OTHER ORGANIZATION
O	BULK_JURIS	G	NAME OF <ul style="list-style-type: none"> COMPETENT COMPANY REGISTRY FOR COMPANY NOT TO BE COMPLETED FOR FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATIONS
P	BULK_REGISTER_NR	G, A, E	<ul style="list-style-type: none"> COMPANY REGISTRATION NUMBER FOR COMPANY CB REGISTRATION NUMBER FOR FUNDS REGISTRATION NUMBER FOR OTHER ORGANIZATION
Q	BULK_FUND_STRUCTURE	A	<ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY FUND STRUCTURE (SEE KEY FILE → FUND STRUCTURE) NOT TO BE COMPLETED FOR OTHER ORGANIZATION
R	BULK_FUND_TYPE	A	<ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY FUND TYPE (SEE KEY FILE → FUND TYPE) NOT TO BE COMPLETED FOR OTHER ORGANIZATION
S	BULK_FUND_ISIN	A	<ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY ISIN OF THE FIRST SERIES OF INVESTMENT FUND UNITS NOT TO BE COMPLETED FOR OTHER ORGANIZATION
T	BULK_FUND_KAG	A	OFFICIAL FULL NAME OF <ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY FUND MANAGER FOR FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATION
U	BULK_AD_INFO	G, A	<ul style="list-style-type: none"> INDUSTRY OF COMPANY (SEE KEY FILE → INDUSTRIES) FUND MANAGER REGISTRATION NUMBER FOR FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATION
V	BULK_FUND_REG_NUMBER	A	<ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY FUND MANAGER AUTHORIZATION NUMBER IN CASE OF FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATION
W	BULK_FUND_REGISTER	-	<ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY NOT TO BE COMPLETED FOR FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATION
X	BULK_PUBLIC_CLASS	-	INSTITUTION CLASSIFICATION <ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY NOT TO BE COMPLETED FOR FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATION
Y	BULK_REGISTRATION_AUTHORITY_ID	G, A, E	CODE (SEE KEY FILE → REGISTRATION AUTHORITY ID) OF <ul style="list-style-type: none"> COMPETENT COMPANY REGISTRY IN CASE OF COMPANY COMPETENT FUND REGISTRY IN CASE OF FUNDS COMPETENT REGISTRY IN CASE OF OTHER ORGANIZATIONS
Z	BULK_KVG_REGISTRATION_AUTHORITY_ID	A	CODE (SEE KEY FILE → KVG REGISTRATION AUTHORITY ID) OF <ul style="list-style-type: none"> NOT TO BE COMPLETED FOR COMPANY COMPETENT REGISTRY OF FUND MANAGER IN CASE OF FUNDS NOT TO BE COMPLETED FOR OTHER ORGANIZATION

* C = company, A = fund, I = institution, in brackets = optional information

Completing the fields for companies

Column A (BULK_name) – obligatory field

Full name registered in the competent registry of the company, fund and other organization. (Official name and short form are to be recorded). If the expression referring to the legal form of the entity is part of the name, it is to be stated also.

Column B (BULK_region_jurisdiction) – obligatory field

Country code of the place where the competent registration organization is registered.

Column C (BULK_OU_type) – obligatory field

The legal form of the applicant entity is to be stated in this field. (key file → legal form)

Columns D-H (BULK_LE_**) – obligatory fields**

The address of the seat of the company is to be stated in these fields.

Column D (BULK_LE_street): street and number

Column E (BULK_LE_postal): postal code

Column F (BULK_LE_city): city

Column G (BULK_LE_state_region): region, major cities (key file → region)

Column H (BULK_LE_country): country (key file → country)

Column I (BULK_HQ_name) – obligatory field

Not to be completed for company, other organization.

In case of funds, the official full name of the custodian bank of the fund is to be stated in this field (official name is to be stated, no short form). If the expression making reference to legal form is part of the name, it is to be stated also.

Columns J-N (BULK_HQ_**) – obligatory fields**

These columns are designed to record

for companies and other organizations the administrative center, while

for funds the address of the custodian bank.

These fields have to be completed even if the administrative center address is identical to the address of the seat.

Column J (BULK_HQ_street): street and number

Column K (BULK_HQ_postal): postal code

Column L (BULK_HQ_city): city

Column M (BULK_HQ_state_region): region, major cities (key file → region)

Column N (BULK_HQ_country): country (key file → country)

Column O (BULK_juris) – obligatory field

The name of the competent company registry is to be stated in this field for companies.

Not to be completed for funds and other organizations.

Column P (BULK_register_nr) – obligatory field

For companies, the registration number provided by the competent company registry stated in column O is to be entered in this field.

For funds, the registration number of the CB,

For other organizations, the registration code is to be stated.

Column Q (BULK_fund_structure) – obligatory field

The fund structure is to be stated in this field (key file → Fund Structure).

Not to be completed for companies and other organizations.

Column R (BULK_fund_type) – obligatory field

The fund type is to be stated in this field (key file → Fund Type).

Not to be completed for companies and other organizations.

Column S (BULK_fund_isin) – obligatory field

The ISIN of the first series of investment fund units issued by the fund is to be stated in this field.

Not to be completed for companies and other organizations.

Column T (BULK_fund_KAG) – obligatory field

For funds, the official full name of the fund manager is to be stated in this field.

Not to be completed for companies and other organizations.

Column U (BULK_AD_info) – obligatory field

The valid industry code of the company is to be stated in this field (key file → Departments).

For funds, the company registry number of the fund manager is to be entered.

Not to be completed for other organizations.

Column V (BULK_fund_reg_nr) – obligatory field

For funds, the authorization number of the fund manager can be stated.

Not to be completed for companies and other organizations.

Column W (BULK_fund_register) – optional field

Not to be completed.

Column X (BULK_public_class) – optional field

Not to be completed.

Column Y (BULK_registration_authority_id) – obligatory field

For companies the code of the competent company registry,

for funds the code of the CB,

for other organizations the code of the competent registry is to be stated here. (key file → registration authority id).

Column Z (BULK_kvg_registration_authority_id) – obligatory field

For companies, the code of the competent company registry,

for funds, the competent company registry of the fund manager,

for other organizations, the code of the competent registration authority is to be stated. (key file → kvg registration authority id).