

## CHECKLIST TO RECEIVE YOUR LEI



### REGISTRATION

#### 1. New customer

- Please enter your desired login details and data about you (the applicant)

#### 2. Confirm e-mail address

- To log in, confirm by clicking on the link in the e-mail we will send you



### APPLICATION

#### 1. Please select the type of LEI you will need:

- LEI for your company/institution or for a third party
- LEI for a branch
- LEI for an investment asset pool

#### 2. What data is required?

- Information on the company/institution, the branch or the investment asset pool
- Data on the parent company, if existing
- Information on your authority to place the order
- Account information and type of payment

#### 3. Which documents are possibly still required?

- Register excerpts, statutes, articles of association or similar, in order to verify your data and the authorised representatives

*For companies registered in public registers we will obtain the mandatory register excerpt for you as an additional and **free service**. **You do not need to submit any other documents.***

- Consolidated annual financial statements or consolidated financial statement for a specified parent company

*For German companies we will obtain these documents as an additional and **free service** for you.*



### RECEIPT OF YOUR LEI

#### 1. Accept the terms and conditions and order the LEI subject to payment

- Your LEI will be validated and issued immediately, irrespective of receipt of payment