

Date

Address

Dear client,

Important Information on Legal Entity Identifier (LEI) - MiFID II:

Your Response is Required

On the 3rd of January 2018, the new European legislation, the Markets in Financial Instruments Directive and the Markets in Financial Instruments Regulation (collectively, 'MiFID II') will take effect across all European Union (EU) member states, including Cyprus.

Pursuant to MiFID II, The Cyprus Investment and Securities Corporation Ltd (CISCO) has an obligation, when identifying clients which are legal entities on mandatory transaction reports that CISCO submits to regulators, to use a Legal Entity Identifier (LEI). LEI is a 20-character, alpha-numeric code which is unique to each legal entity.

From the 3rd of January 2018, CISCO will not be able to trade on behalf of a client or with a counterparty, either within the EU or globally, who is eligible for an LEI and does not have one. Therefore, all clients which are legal entities must acquire an LEI to be able to trade in financial instruments; such a code must be renewed annually.

It is emphasised that it is the legal entity's obligation to obtain an LEI and to renew this annually thereof. There are many LEI issuing organisations globally, such as various local stock exchanges and other service providers. The cost of issuing, as well as of renewing an LEI varies between the different authorised issuing organisations.

Please note that we are unable to comment on which organisation you should apply to for your LEI. You may need to obtain professional advice if you are unsure about the application process and other information relating to LEI.

Kindly see enclosed some frequently asked questions on the LEI. Further information on LEI can also be found on the Global LEI Foundation website (GLEIF): [https:// www.gleif.org/en/about-lei/how-to-get-an-lei-find-lei-issuing-organizations](https://www.gleif.org/en/about-lei/how-to-get-an-lei-find-lei-issuing-organizations)

In order for you, being a legal entity, to be able to continue to seamlessly place your orders in financial instruments through CISCO post the 3rd of January 2018, you must provide us with a valid LEI by the **1st of December 2017** at the latest, using the attached form.

We remain at your disposal should you require any further clarifications.

Yours faithfully,
The Cyprus Investment and Securities Corporation Ltd

Legal Entity Identifier (LEI)

Frequently Asked Questions

The new European legislation, the Markets in Financial Instruments Directive and the Markets in Financial Instruments Regulation (collectively, 'MiFID II') takes effect across the EU on the 3rd of January 2018.

As part of this legislation, investors are categorised as "natural persons" (i.e. individuals) or legal entities (i.e. companies, trusts, charities etc).

Legal entities are required to be identified in transaction reports by a Legal Entity Identifier (LEI). Transaction reports are those reports the regulator requires from us each time we complete a transaction that is within the scope of MiFID II; this essentially covers most of the trading activity we carry out with you.

Further information on the legislative background can be found on the Cyprus Securities and Exchange Commission's (CySEC) website at <http://www.cysec.gov.cy>.

1. What is a legal entity?

Although not specifically defined in the legislation, legal entities include trusts, companies (public and private), pension funds, charities and unincorporated bodies.

2. What is an LEI?

The Legal Entity Identifier (LEI) is a 20-character, alpha-numeric code that connects to key reference information which enables clear and unique identification of legal entities participating in global financial markets.

3. Why do legal entities require an LEI?

The LEI is used as the identifier for the legal entity whenever it undertakes investment activity itself or when a financial institution undertakes investment activity on its behalf in a reportable financial instrument such as equities and bonds. The unique LEI enables regulatory authorities in Cyprus and the rest of the EU to monitor trading activity with specific emphasis on market abuse and market manipulation.

4. Who is responsible for obtaining an LEI?

The legal entity itself is ultimately responsible for obtaining an LEI.

5. What happens if a legal entity fails to obtain an LEI?

We shall not be able to process any instructions of the legal entity if an LEI is not provided to CISCO.

Additionally, we shall have no responsibility as to the content of the information provided by you to us on the LEI nor shall we have any liability in case you have not obtained the LEI.

6. How do I apply for and obtain an LEI?

Directly with the LEI issuing organisations.

Please find below links to some of such issuing organisations:

Bloomberg:	https://lei.bloomberg.com/
CSE:	http://www.cse.com.cy/en-GB/central-depository/issuer-services/Υπηρησεις/4031/
LSE/Unavista:	https://www.lseg.com/markets-products-and-services/post-trade-services/unavista/articles/register-your-pre-legal-entity-identifier-lei
ASE:	http://www.helex.gr/axialei
GMEI Utility:	https://www.gmeiutility.org
Nord LEI:	https://www.nordlei.org
WM Leiportal:	https://www.wm-leiportal.org/?lang=en

Additionally, please visit the GLEIF (Global LEI Foundation) website for further details:
<https://www.gleif.org/en/about-lei/how-to-get-an-lei-find-lei-issuing-organizations>.

7. Is there a cost for obtaining an LEI?

Yes; this fee varies according to the LEI issuing organisations.

8. Does the legal entity need to renew its LEI?

We ask you to renew your LEI on an annual basis in order to ensure that you are kept active; there is a fee for renewing an LEI.

9. I already have an LEI or another firm is doing it on my behalf. What should I do?

Please provide us with your LEI so that we can update your account with CISCO.

ATTACHMENT – LEI FORM

To be completed by clients (legal entities)

The Cyprus Investment and Securities Corporation Ltd
154 Limassol Avenue
2025 Strovolos
Nicosia
Cyprus

Tel: 22121700
Fax: 22123744

Please provide us with the following information by email at ciscoinfo@bankofcyprus.com, or by Fax to the above number, or by post at the above address.

Name of the client (legal entity):

Registration number:

LEI:

Expiry Date of LEI: