



CYPRUS SECURITIES AND EXCHANGE COMMISSION

System for the Register of Express Trusts and Similar Legal Arrangements ('CyTBOR')

User Manual for access to CyTBOR by Natural or Legal Persons, in accordance with Articles 61C (12) (c) and 61C (12) (d) of the Prevention and Suppression of Money Laundering and Terrorist Financing Law of 2007 (188 (I) / 2007)

Date: 05.04.2022

This is an unofficial English text. The official text is in the Greek language.

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Document Change History:

Version	Published Date	Description
1.0	05/04/2022	Document Creation
2.0	10/03/2023	Document Review

1. Introduction

This document presents the functions of the system to the end user who has access to CyTBOR as a 'Natural or Legal Person', in accordance with Article 61C (12) (c) and 61C (12) (d) of the Prevention and Suppression of Money Laundering and Terrorist Financing Law of 2007 (188 (I) / 2007), as amended, (the 'AML/CFT Law').

2. Horizontal Functions

2.1. Common Functions in Lists

From each list of entries¹ the functions presented in the table below are provided. It is noted that the activation of these functions is dynamic, ie whether they will be provided in a specific list (as well as how they are provided) is determined by the App Designer, through the design tools of the platform².

Mode	Button	Description
Quick search		By selecting the button from the list header, the system displays the criteria that can be used for quick search, and the user is asked to specify the search values and comparison operators. These criteria are always combined with an AND condition.
Pagination		By selecting the button from the list header, the system displays the record paging options. The user can choose to go to the next or previous page, to the last or the first, as well as to change the number of entries that will be displayed on each page.
Cleaning Filters		By selecting the button from the list header, the list searches for entries without search criteria (filters) or sorting options
Re-execution		Selecting the button from the list header repeats the record search, and the system displays the recordings again.
Quicksort	-	Clicking on the name of a column in the list sorts the records based on that column, initially in ascending order. Clicking again on the name sorts in descending order.
Advanced Search		Advanced search is enabled by selecting the "Search" function from the options menu right at the top of the list. The system displays on a pop up screen the search criteria that can be applied. The user determines the search values per criterion, the operator with which the search will be applied as well as the way (condition) in which the search criteria (AND - OR) will be combined. Note that for each field type, different comparison operators are provided (eg for a numeric field a "Like" operator that is typically applied to an alphanumeric field cannot be applied)
Advanced Classification		Advanced sorting is enabled by selecting the "Sort" function from the options menu right at the top of the list. The system displays in the pop up screen the fields with which sorting can be applied. The user determines the order of the fields with which the sorting will be applied (with drag & drop) as well as the sorting order (ascending / descending) per field.

Below are indicative screens of the system for the above functions with a red indicator for each function.

¹In case these functions have been activated

²For this reason they may not all be visible in all the application lists of this project

Trusts Registry

Beneficial Ownership Registry ID

Trust Name

Beneficial Ownership Registry ID	Registry Entry Date	Trust Name	Trust Type	Country of Establishment	Registration Date	Governing Law	Termination Date	Controlling Interest	Version No	Trust Version Status	Trust Status	Note	Registration Time	Registered by User	Date of last update by the Trustee
TRUST 255	29/10/2021 00:00:00	DOKM	Express Trust	Hungary	06/10/2021	LAW		Yes	1	Finalized - Published	Active		29/10/2021 22:54:23	Ioannou Maria	29/10/2021 22:59:37
TRUST 132	16/06/2021 00:00:00	test 4444	Express Trust	Greece	01/06/2021			No	1	Finalized - Published	Suspended	Trustee has not complied with regulations	16/06/2021 18:02:35	Papadopoulos George	16/06/2021 18:09:50
TRUST 153	08/07/2021 00:00:00	test	Express Trust	Cyprus		test		No	1	Finalized - Published	Suspended	Trustee has not complied with regulations	29/06/2021 16:51:27	Papadonou Andreas	08/07/2021 16:45:15
TRUST 251	29/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test		No	1	Finalized - Published	Active		29/10/2021 15:27:47	Papadonou Andreas	29/10/2021 15:29:11
TRUST 265	26/11/2021 00:00:00	APEL Trust	Express Trust	Cyprus	01/09/2021	Cyprus		No	1	Finalized - Published	Active		18/11/2021 10:55:16	**	26/11/2021 16:49:30
TRUST 271	22/11/2021 00:00:00	NX TRUST	Express Trust	Cyprus	18/11/2021	CYPRUS		Yes	1	Finalized - Published	Active		22/11/2021 12:44:13	semifontas nicky	22/11/2021 13:06:00
TRUST 270	24/11/2021 00:00:00	Andreas1	Express Trust	Cyprus	03/02/2016	Cyprus		No	2	Finalized - Published	Active		25/11/2021 10:16:50	GREGORADES ANDREAS	25/11/2021 16:47:29
TRUST 280	20/11/2021 00:00:00	Example 3	Express Trust	Cyprus	14/10/2021	Cyprus		Yes	2	Finalized - Published	Active		07/12/2021 10:33:23	Hadjigorgiou Irene	28/12/2021 10:13:21
TRUST 293	29/11/2021 00:00:00	andreas2	Express Trust	Cyprus	01/11/2021	cyprus		Yes	2	Finalized - Published	Active		29/11/2021 11:22:45	GREGORADES ANDREAS	29/11/2021 11:25:07
TRUST 295	07/12/2021 00:00:00	gfd	Express Trust	Cyprus	01/11/2021	cyprus		No	1	Finalized - Published	Active		29/11/2021 11:41:36	GREGORADES ANDREAS	07/12/2021 10:16:52
TRUST 303	17/12/2021 00:00:00	stefani trust	Express Trust	Cyprus	01/12/2021	test		No	1	Finalized - Published	Active		17/12/2021 10:30:31	Ioannou Maria	17/12/2021 10:36:26
TRUST 263	23/11/2021 00:00:00	Liverpool Trust	Express Trust	Cyprus	01/09/2021	Cyprus	01/01/2039	No	3	Finalized - Published	Active		22/12/2021 15:18:06	**	23/12/2021 15:20:37
TRUST 267	18/11/2021 00:00:00	Example 2	Express Trust	Austria	01/11/2021	Austrian		No	5	Finalized - Published	Active		28/12/2021 10:14:31	Hadjigorgiou Irene	28/12/2021 10:16:23
TRUST 309	27/12/2021 00:00:00	test	Express Trust	Cyprus	20/09/2011	Republic of Cyprus		Yes	1	Finalized - Published	Active		27/12/2021 22:29:33	Test Christina	27/12/2021 22:43:23
TRUST 246	25/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test		Yes	1	Finalized - Published	Active		25/10/2021 13:14:28	Papadonou Andreas	25/10/2021 13:22:37
TRUST 168	20/07/2021 00:00:00	Anastasia	Express Trust	Cyprus	13/07/2021	TYEST		Yes	1	Finalized - Published	Active		20/07/2021 10:37:30	test maria	20/07/2021 13:28:55
TRUST 247	27/10/2021 00:00:00	SOFE TRUST	Express Trust	Cyprus	17/07/1992	CYPRUS LAW		Yes	1	Finalized - Published	Active		27/10/2021 08:08:26	Ioannou Maria	27/10/2021 08:19:14
TRUST 258	17/11/2021 00:00:00	Example 1	Legal Arrangement Similar to Trust	Cyprus	15/01/2000	Cyprus		No	1	Finalized - Published	Active		17/11/2021 11:03:03	Hadjigorgiou Irene	17/11/2021 12:43:48

Quick Search Mode

Trusts Registry

Beneficial Ownership Registry ID

Trust Name

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Beneficial Ownership Registry ID	Registry Entry Date	Trust Name	Trust Type	Country of Establishment	Registration Date	Governing Law	Termination Date	Controlling Interest	Version No	Trust Version Status	Trust Status	Note	Registration Time	Registered by User	Date of last update by the Trustee
TRUST 255	29/10/2021 00:00:00	DOKM	Express Trust	Hungary	06/10/2021	LAW		Yes	1	Finalized - Published	Active		29/10/2021 22:54:23	Ioannou Maria	29/10/2021 22:59:37
TRUST 132	16/06/2021 00:00:00	test 4444	Express Trust	Greece	01/06/2021			No	1	Finalized - Published	Suspended	Trustee has not complied with regulations	16/06/2021 18:02:35	Papadopoulos George	16/06/2021 18:09:50
TRUST 153	08/07/2021 00:00:00	test	Express Trust	Cyprus		test		No	1	Finalized - Published	Suspended	Trustee has not complied with regulations	29/06/2021 16:51:27	Papadonou Andreas	08/07/2021 16:45:15
TRUST 251	29/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test		No	1	Finalized - Published	Active		29/10/2021 15:27:47	Papadonou Andreas	29/10/2021 15:29:11
TRUST 265	26/11/2021 00:00:00	APEL Trust	Express Trust	Cyprus	01/09/2021	Cyprus		No	1	Finalized - Published	Active		18/11/2021 10:55:16	**	26/11/2021 16:49:30
TRUST 271	22/11/2021 00:00:00	NX TRUST	Express Trust	Cyprus	18/11/2021	CYPRUS		Yes	1	Finalized - Published	Active		22/11/2021 12:44:13	semifontas nicky	22/11/2021 13:06:00
TRUST 270	24/11/2021 00:00:00	Andreas1	Express Trust	Cyprus	03/02/2016	Cyprus		No	2	Finalized - Published	Active		25/11/2021 10:16:50	GREGORADES ANDREAS	25/11/2021 16:47:29
TRUST 280	20/11/2021 00:00:00	Example 3	Express Trust	Cyprus	14/10/2021	Cyprus		Yes	2	Finalized - Published	Active		07/12/2021 10:33:23	Hadjigorgiou Irene	28/12/2021 10:13:21
TRUST 293	29/11/2021 00:00:00	andreas2	Express Trust	Cyprus	01/11/2021	cyprus		Yes	2	Finalized - Published	Active		29/11/2021 11:22:45	GREGORADES ANDREAS	29/11/2021 11:25:07
TRUST 295	07/12/2021 00:00:00	gfd	Express Trust	Cyprus	01/11/2021	cyprus		No	1	Finalized - Published	Active		29/11/2021 11:41:36	GREGORADES ANDREAS	07/12/2021 10:16:52
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TRUST 263	23/11/2021 00:00:00	Liverpool Trust	Express Trust	Cyprus	01/09/2021	Cyprus	01/01/2039	No	3	Finalized - Published	Active		22/12/2021 15:18:06	**	23/12/2021 15:20:37
TRUST 267	18/11/2021 00:00:00	Example 2	Express Trust	Austria	01/11/2021	Austrian		No	5	Finalized - Published	Active		28/12/2021 10:14:31	Hadjigorgiou Irene	28/12/2021 10:16:23
TRUST 309	27/12/2021 00:00:00	test	Express Trust	Cyprus	20/09/2011	Republic of Cyprus		Yes	1	Finalized - Published	Active		27/12/2021 22:29:33	Test Christina	27/12/2021 22:43:23
TRUST 246	25/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test		Yes	1	Finalized - Published	Active		25/10/2021 13:14:28	Papadonou Andreas	25/10/2021 13:22:37
TRUST 168	20/07/2021 00:00:00	Anastasia	Express Trust	Cyprus	13/07/2021	TYEST		Yes	1	Finalized - Published	Active		20/07/2021 10:37:30	test maria	20/07/2021 13:28:55
TRUST 247	27/10/2021 00:00:00	SOFE TRUST	Express Trust	Cyprus	17/07/1992	CYPRUS LAW		Yes	1	Finalized - Published	Active		27/10/2021 08:08:26	Ioannou Maria	27/10/2021 08:19:14
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Pagination Mode

Trusts Registry

My Access Requests

Request Access by Cysec (Section 61C (1)(2)(a) of the AMLCFT Law) Request Access by Cysec (Section 61C (1)(2)(b) of the AMLCFT Law

Request ID	Status	Trust Name	BO Registry ID	Accessible Trust	Important Note	In Condition (Cysec)	In Approved (Trustee)	Access Deadline	Submission Date	Evaluation Date	Trust Version	Trust Order Access	Registration Time	Registered by User
1	Draft	test											01/12/2021 10:38:43	Eleftheriou Leftaris
2	Draft	TEST											01/12/2021 08:22:47	Eleftheriou Leftaris
3	Draft	exc trust											31/10/2021 22:25:42	Eleftheriou Leftaris
4	Evaluated	DOKIM						28/11/2021	29/10/2021 00:00:00	29/10/2021 23:31:29	249	-	29/10/2021 23:29:27	Eleftheriou Leftaris
5	Evaluated	ANNA1 TRUST	12					14/11/2021	15/10/2021 00:00:00	15/10/2021 11:16:19	231	-	15/10/2021 10:58:56	Eleftheriou Leftaris
6	Evaluated	PJ TRUST						10/11/2021	11/10/2021 00:00:00	11/10/2021 13:09:06	227	-	11/10/2021 13:06:30	Eleftheriou Leftaris
7	Evaluated	ANNA TRUST						10/11/2021	11/10/2021 00:00:00	11/10/2021 13:01:19	231	-	11/10/2021 12:59:41	Eleftheriou Leftaris
8	Draft	PJ TRUST	12										05/10/2021 10:17:39	Eleftheriou Leftaris
9	Submitted	PJ TRUST							05/10/2021 10:10:06				05/10/2021 10:10:08	Eleftheriou Leftaris
10	Evaluated	SP FAMILY TRUST						30/10/2021	30/09/2021 00:00:00	30/09/2021 13:30:29	199	-	30/09/2021 13:26:53	Eleftheriou Leftaris
11	Evaluated	Anastasia						13/10/2021	13/09/2021 00:00:00	13/09/2021 10:09:43	170	-	13/09/2021 09:56:29	Eleftheriou Leftaris
12	Submitted	ANNE FAMILY TRUST	12						13/09/2021 09:53:29				13/09/2021 09:53:15	Eleftheriou Leftaris
13	Submitted	Anastasia							13/09/2021 09:01:37				13/09/2021 09:01:26	Eleftheriou Leftaris
14	Submitted	CHRISTOS FAMILY TRUST							06/08/2021 00:00:00				06/08/2021 11:05:50	Eleftheriou Leftaris
15	Submitted	CONTROL	12						06/08/2021 00:00:00				06/08/2021 10:42:59	Eleftheriou Leftaris
16	Evaluated	test	010101	ANNE FAMILY TRUST				15/08/2021	16/07/2021 00:00:00	16/07/2021 12:23:44	211	-	16/07/2021 12:13:57	Eleftheriou Leftaris

Search

Condition: And Or

Status Equals to value

Submission Date Equals to value

Evaluation Date Equals to value

Accessible Trust Equals to value

Registration Time Equals to value

Important Note Equals to value

Advanced Search Filters Defining Function

Trusts Registry

Trusts Registry

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Beneficial Ownership Registry ID	Registry Entry Date	Trust Name	Trust Type	Country of Establishment	Registration Date	Governing Law	Termination Date	Controlling Interest	Version No	Trust Variation Status	Trust Status	Note	Registration Time	Registered by User	Date of last update by the Trustee
TRUST 255	29/10/2021 00:00:00	DOKIM	Express Trust	Hungary	06/10/2021	LAW		Yes	1	Finalized - Published	Active		29/10/2021 22:54:01	Ioannou Maria	29/10/2021 22:54:01
TRUST 132	16/06/2021 00:00:00	test 4444	Express Trust	Greece	01/06/2021			No	1	Finalized - Published	Submitted	Important Note: Not compatible with regulations	16/06/2021 18:02:36	Papadopoulos George	16/06/2021 18:06:50
TRUST 153	08/07/2021 00:00:00	test	Express Trust	Cyprus		test		No	1	Finalized - Published	Submitted	Important Note: Not compatible with regulations	29/10/2021 16:51:27	Papadopoulos Andreas	08/07/2021 15:45:15
TRUST 251	29/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test		No	1	Finalized - Published	Active		29/10/2021 15:27:47	Papadopoulos Andreas	29/10/2021 15:29:11
TRUST 265	26/11/2021 00:00:00	APOLL Trust	Express Trust	Cyprus	01/09/2021	Cyprus		No	1	Finalized - Published	Active		18/11/2021 10:55:16	# #	26/11/2021 16:49:30
TRUST 271	22/11/2021 00:00:00	NK TRUST	Express Trust	Cyprus				No	1	Finalized - Published	Active		22/11/2021 12:44:13	anastasia niky	22/11/2021 13:06:00
TRUST 270	24/11/2021 00:00:00	Andreas1	Express Trust	Cyprus				No	2	Finalized - Published	Active		25/11/2021 10:18:10	GEORGIOU ANDREAS	25/11/2021 16:47:29
TRUST 280	23/11/2021 00:00:00	Example 3	Express Trust	Cyprus				No	2	Finalized - Published	Active		07/12/2021 10:33:23	Hadjigeorgiou Irene	28/12/2021 10:13:21
TRUST 293	29/11/2021 00:00:00	andreas2	Express Trust	Cyprus				No	2	Finalized - Published	Active		29/11/2021 11:22:45	GRIGORAKIS ANDREAS	29/11/2021 11:25:07
TRUST 295	07/12/2021 00:00:00	gls	Express Trust	Cyprus	01/11/2021	Cyprus		No	1	Finalized - Published	Active		29/11/2021 11:41:36	GRIGORAKIS ANDREAS	07/12/2021 10:16:52
TRUST 303	17/12/2021 00:00:00	anastasi trust	Express Trust	Cyprus	01/12/2021	test		No	1	Finalized - Published	Active		17/12/2021 18:30:32	Ioannou Maria	17/12/2021 18:29:26
TRUST 263	25/11/2021 00:00:00	Liverpool Trust	Express Trust	Cyprus	01/09/2021	Cyprus	01/01/2039	No	3	Finalized - Published	Active		22/12/2021 15:16:56	# #	22/12/2021 15:20:37
TRUST 267	18/11/2021 00:00:00	Example 2	Express Trust	Austria	01/11/2021	Austrian		No	5	Finalized - Published	Active		28/12/2021 10:14:31	Hadjigeorgiou Irene	28/12/2021 10:16:23
TRUST 309	27/12/2021 00:00:00	test	Express Trust	Cyprus	20/09/2011	Republic of Cyprus		Yes	1	Finalized - Published	Active		27/12/2021 22:29:33	Test Christina	27/12/2021 22:43:29
TRUST 246	26/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test		Yes	1	Finalized - Published	Active		25/10/2021 13:14:28	Papadopoulos Andreas	25/10/2021 13:22:37
TRUST 148	20/07/2021 00:00:00	Anastasia	Express Trust	Cyprus	13/07/2021	TREST		Yes	1	Finalized - Published	Active		20/07/2021 10:37:30	test maria	20/07/2021 13:28:56
TRUST 247	27/10/2021 00:00:00	SOFE TRUST	Express Trust	Cyprus	17/07/1992	CYPRUS LAW		Yes	1	Finalized - Published	Active		27/10/2021 08:08:26	Ioannou Maria	27/10/2021 08:19:14
TRUST 258	17/11/2021 00:00:00	Example 1	Legal Arrangement similar to Trust	Cyprus	15/01/2000	Cyprus		No	1	Finalized - Published	Active		17/11/2021 11:03:03	Hadjigeorgiou Irene	17/11/2021 12:40:48

Sort

Beneficial Ownership Ascending

Registry ID Ascending

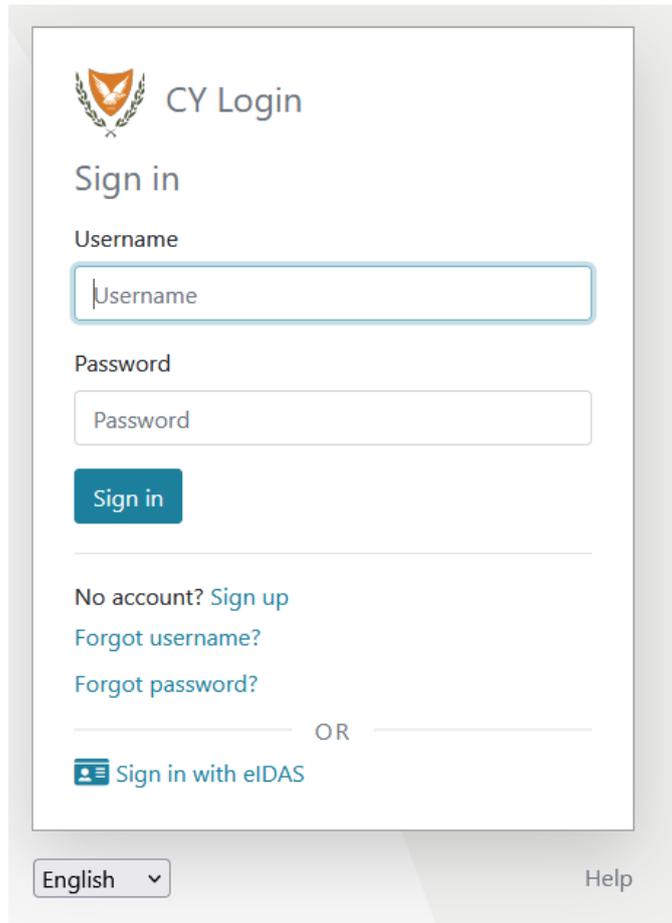
Trust Name Ascending

Advanced Sorting Field Defining Function

2.2. User Registration & Subscription Management functions

2.2.1. User Registration (Sign Up)

The user enters the system address (URL) and the system displays the login screen, where the user selects Cy Login as the Digital Authentication service. The system refers the user to the relevant username & password page of Cy Login so that he is authenticated.

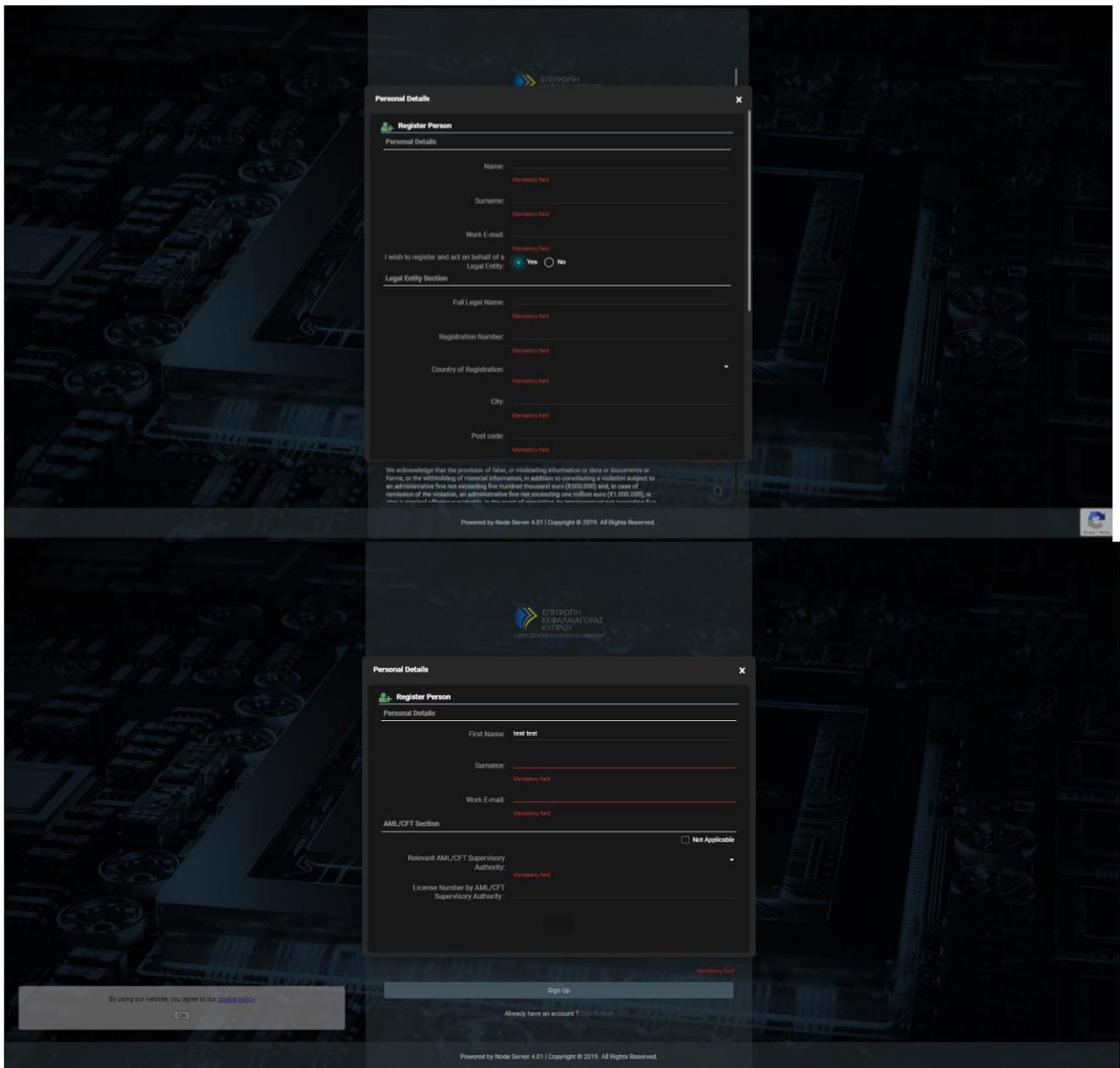


The image shows a screenshot of the Cy Login Digital Authentication Page. The page has a white background with a light gray border. At the top left, there is a logo consisting of a shield with a cross and a crown, followed by the text "CY Login". Below the logo, the text "Sign in" is displayed. Underneath, there are two input fields: "Username" and "Password". Below the "Password" field is a blue button labeled "Sign in". Below the button, there are three links: "No account? Sign up", "Forgot username?", and "Forgot password?". Below these links is a horizontal line with the text "OR" in the center. Below the line is a button labeled "Sign in with eIDAS". At the bottom left, there is a language dropdown menu set to "English". At the bottom right, there is a "Help" link.

Cy Login Digital Authentication Page

Upon successful authentication, Cy Login returns the user to the system, which searches for the user in its database. If it finds it, then it gives it access to the relevant applications (depending on its roles), if not, the system displays the user registration page of the platform. After the user provides the necessary information on the relevant forms, the system sends a relevant e-mail to activate the account. Also, if the user has chosen a role that requires the payment of the subscription, the relevant informative e-mail provides a notification for payment of the subscription.

A. User Registration Form (pop up)



User Registration Form

In the user registration form, the user must fill in the following information:

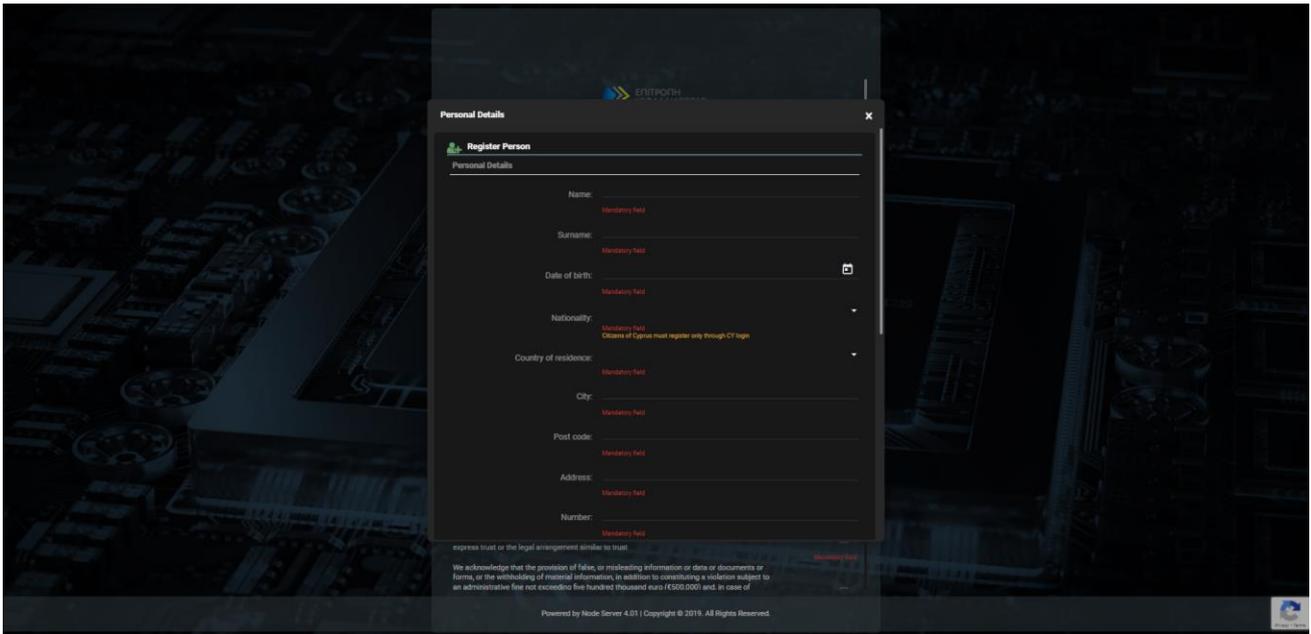
Field	Description
Organization	The organization (user group) to which the user wishes to register
Identity Provider	The Digital Authentication Service with which it wishes to be authenticated in the system <i>Note: The system displays the Digital Authentication Services to which the selected Organization is registered (Platform Authentication Service or connected LDAP Directories)</i>
Actor	The role in which the user wishes to register in the system <i>Note: The roles that appear in the selection list are those that the specific Organization has defined as directly accessible to external users (Public Actors)</i>

Subscription Policy	If subscription is required for the selected role, the user should select one of the available subscription policies provided by the system for that role (if only one is provided, then the field is not displayed, and is considered default by default)
Secondary Actor	The secondary role in which the user wishes to register with the system (<i>field is displayed if such a feature is provided for the primary role</i>)
Secondary Subscription Policy	If subscription is required for the selected sub-role, the user must select one of the available subscription policies provided by the system for the specific (sub-role) (if only one is provided, then the field is not displayed, and is considered default by default)
E-mail	The user's email address <i>Note: The above address should be unique to the system for the selected Organization and Digital Authentication Service</i>
Language	The presentation language of the system screens desired by the user
Username	The unique user ID from cyLogin. The field is locked and cannot be modified.
Person	Details of the registered user (see pop up B below)
Confirmation & Acknowledgment Messages	If required for the role (or roles) requested by the registered user to confirm or accept some data, similar messages are displayed in the form of a check box

Public roles available in the system (for external user):

Code	Name
C_NATURAL_LEGAL	Natural or legal person that can demonstrate a legitimate interest [Section 61C (12) (c) of the AML / CFT Law] or Natural or Legal Person on the basis of section 61C (12) (d) of the AML / CFT Law, other than Trustee or Obligated Entity.
C_OBLIGED_BANK	Credit or Financial Institution as an Obligated Entity according to section 2A of the AML / CFT Law.
C_TRUSTEE	Trustee of an express trust or person holding an equivalent position in a legal arrangement similar to trust.
C_OBLIGED	Obligated Entity according to section 2A of the AML / CFT Law (excluding Credit & Financial Institutions)
C_COMPETENT	Authorities / FIU, as per section 61C (12) (a) of the AML / CFT Law.

B. Natural Person Form (pop up)



Natural Person Data Entry Form

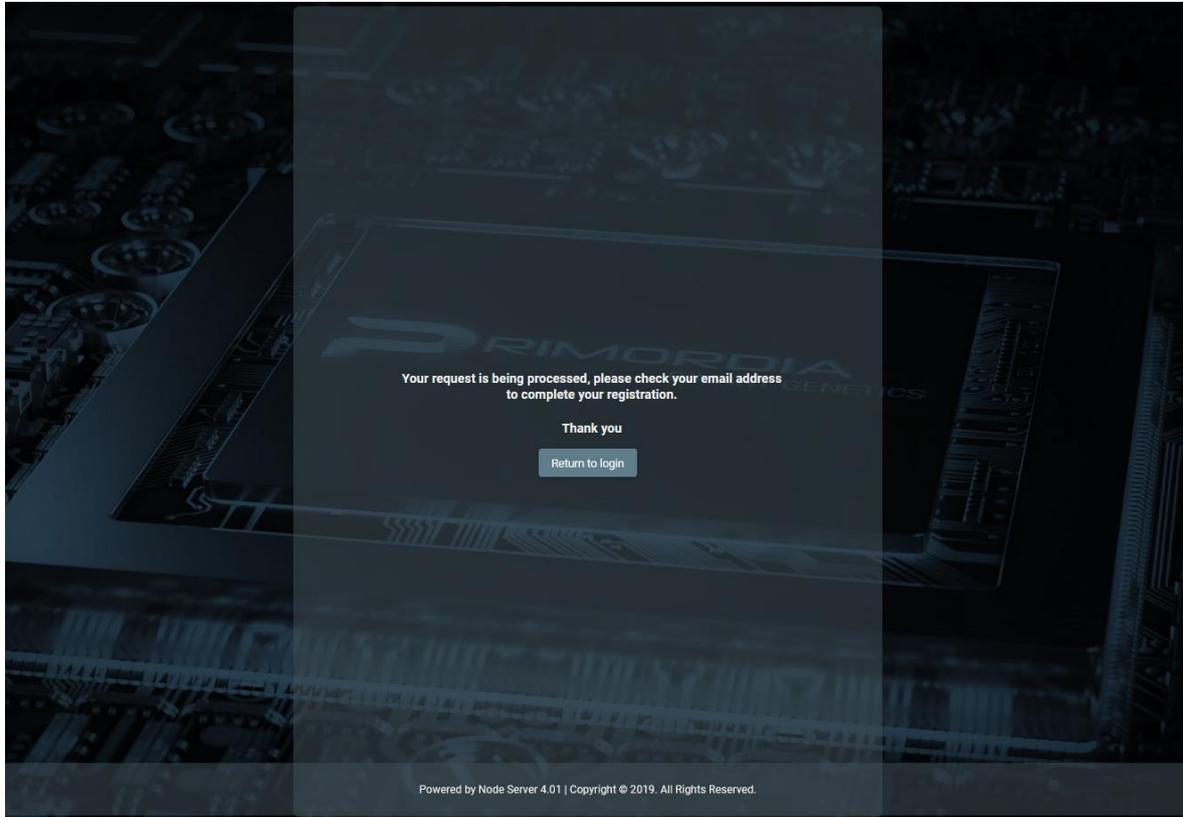
In the Natural Person registration form the user must fill in the following information:

Field Name	Field Type	Shows up	Mandatory	Remarks
Person Section				
Name	Text field	YES	YES	Name
Surname	Text field	YES	YES	Last name
Work E-mail	E-mail field	YES	YES	Working E-Mail
I wish to register and act on behalf of a Legal Entity	Check box YES / NO (check box)	YES	YES	I wish to register and use the system on behalf of a Legal Entity <i>The field has a default value of NO. If YES value is selected, the fields related to the Legal Entity are also displayed</i>
Obligated Entity Type	Options menu with Obligated Entity Types	Under conditions	YES (if displayed)	Obligatory Entity Type <i>The field is displayed if an Obligated Entity role is selected (2 roles available). The options also change depending on the selected Obligated Entity role</i>
Select Competent Authority	Options menu with Competent Authorities (excluding CySec)	Under conditions	YES (if displayed)	Competent authority <i>The field is displayed if a Competent Authority role is selected</i>
Legal Entity Section	The whole section is displayed if YES value is selected in the field «I wish to register and act on behalf of a Legal Entity»			

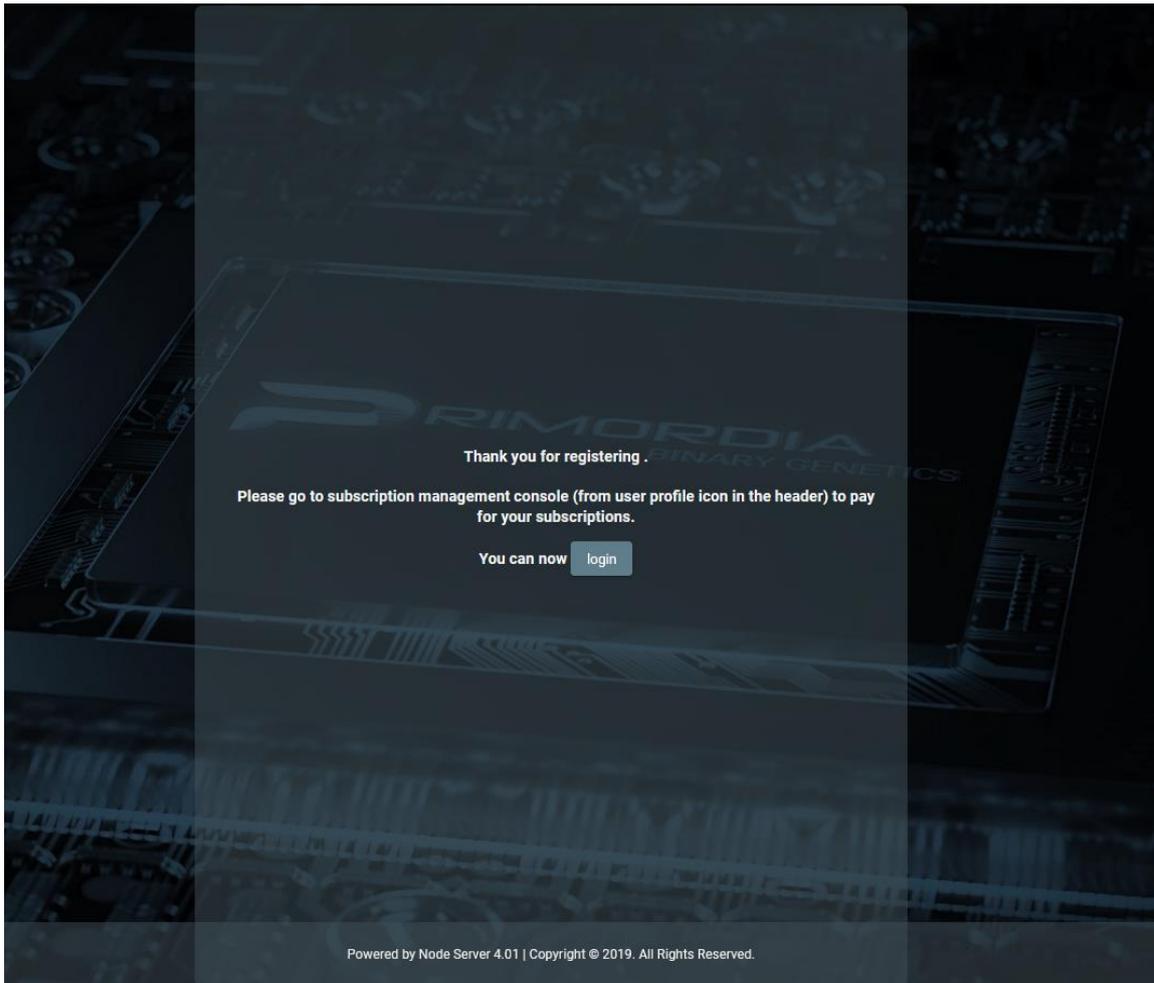
	Note: <i>If a Competent Authority role is selected the field is not displayed but the Person is automatically associated with the Legal Entity selected as a Competent Authority (all competent authorities have already been passed to the base as Legal Entities)</i>			
Full Legal Name	Text field	YES	YES	Full Name
Registration Number	Text field	YES	Under conditions	Registration number <i>The field is required if a role other than Competent Authority or Cysec is chosen</i>
Country of Registration	Menu options with database countries	YES	YES	Country of Registration <i>Depending on the role to be selected the field receives a default Cyprus value and locks</i>
City	Text field	YES	YES	City
Post Code	Text field	YES	YES	Postcodes
Address	Text field	YES	YES	Address
Number	Text field	YES	YES	Number (Street)
Tax ID	Text field	YES	YES	Tax Identification Number
AML / CFT Section	The whole section is displayed depending on the selected role			
Relevant AML / CFT Supervisory Authority	Options menu with available Supervisory Authorities	Under conditions	YES (if displayed)	AML / CFT Supervisory Authority <i>The field is displayed if Cyprus value is selected in the Country of Residence field (for a natural person) or in the Country of Registration field (for a Legal Entity)</i> <i>In the case of an Obligated Entity role the available options change depending on the Obligated Entity Type selected</i>
Relevant AML / CFT Supervisory Authority	Text box	Under conditions	YES (if displayed)	AML / CFT Supervisory Authority <i>In the case of an Obligated Entity role the available options change depending on the Obligated Entity Type selected</i> <i>At the same time, the check box "Not in List" appears.</i>
Country of AML / CFT Supervisory Authority	Menu options with database countries	Under conditions	YES (if displayed)	AML / CFT Supervisory Authority <i>The field is displayed if a YES value is selected in the Not in List check box</i>
License Number by AML / CFT Supervisory Authority	Text field	Under conditions	YES (if displayed)	Country of AML / CFT Surveillance Authority

				<i>The field is displayed if a YES value is selected in the Not in List check box</i>
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C. Registration Confirmation Screen



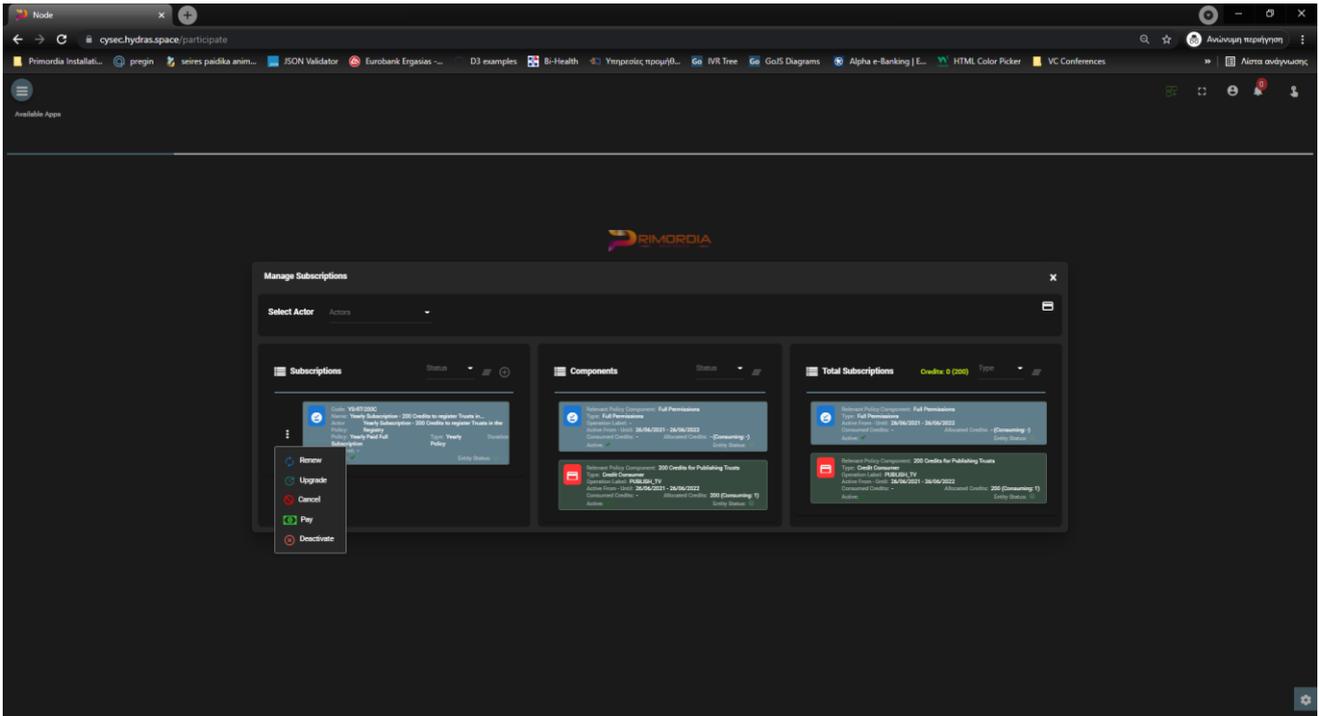
Email Message



Email Confirmation Message. Complete User Registration

2.2.2. Subscription Payment

If a subscription fee is required for the role the user has taken on, the user should select the Account function  from the header of the screen, and then the Subscriptions function from the options menu. In such a case, the system displays the list of Subscriptions available to the user, where the user can select the Pay function from the options menu at the recordset level of an unpaid payment. When the Pay function is activated, the system refers the user to the relevant page of the Payment Gateway (JCC) used, so that he can provide his credit card details and complete the payment of the subscription.



Subscription Screen - Subscription Payment Mode



If the transaction is approved, a purchase for 250.00 EUR will appear in your bank statement under the name PAPAIOANNOU ANDREAS



Card Number :

Expiry Date (Month / Year) :

CW2/CSC : 

SUBMIT

[Cancel and return to Merchant's website](#)



Session Timeout
04:53

JCC Payment Form



If the selected subscription does not require payment, or has been paid or is no longer active, the system does not display the Pay function in the options menu

Upon completion of the subscription payment, the system registers an entry in the user's payment table and activates the system functions to which the selected role relates

2.2.3. Subscription Management

To manage its subscriptions, the user selects the Account function  from the header of the screen, and then the Subscriptions function from the options menu. In such a case, the system displays the list of Subscriptions available to the user, for all the roles (actors) available:

- The subscriptions whose "synthetic" state is inactive are shown in gray (see below).
- For each subscription, its components are displayed (see notes), while the last card shows the total of subscription components that include all user subscriptions (as well as the total of credits and those that have been spent).
- The user can filter the data of each card based on the "synthetic" status of the subscription (and the type for the last card).
- The user can filter the card data by selecting an actor from the screen header.

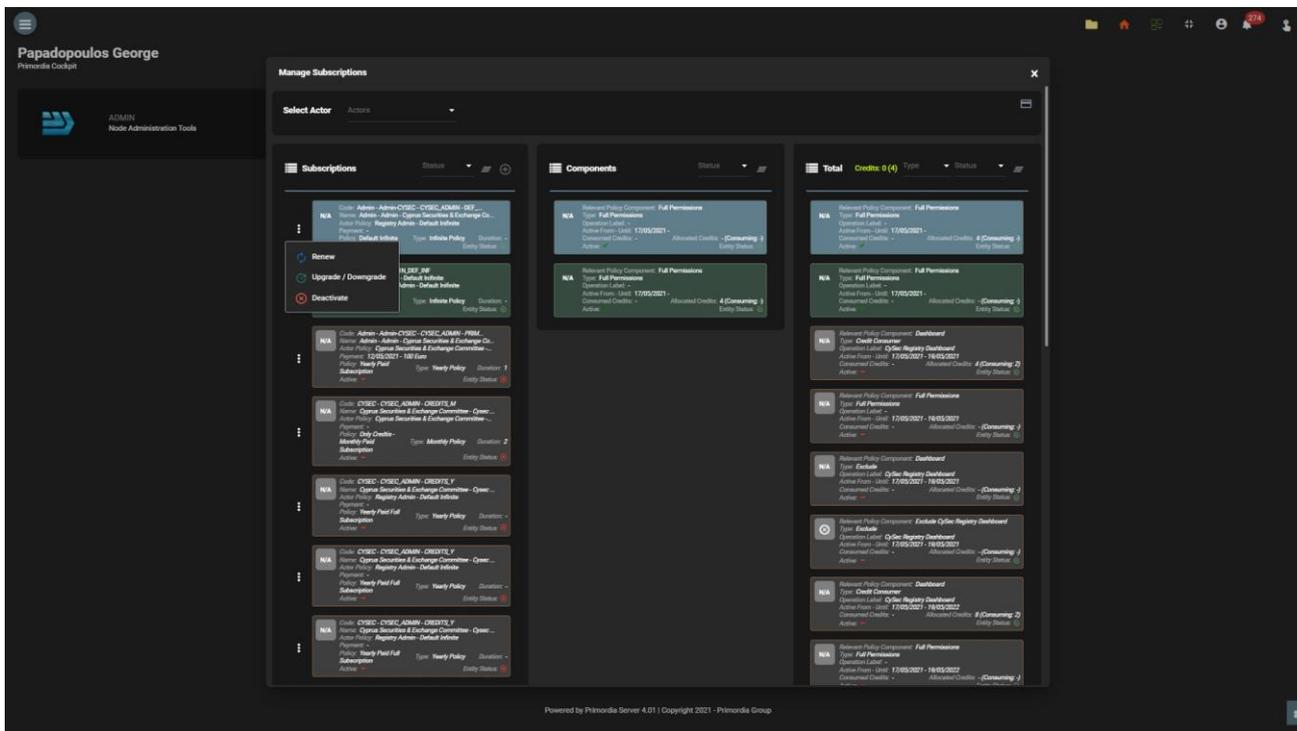
To renew a subscription, the user must select the Renew action from the options menu at the recordset level of a subscription (which is "active"). In such a case, the system displays a pop up screen which shows only the selected subscription and check box for keeping the credits locked with the value NO (YES is not provided for the ECC). The user selects values and presses proceed. If the subscription involves payment, the system refers to the JCC to complete the payment. After the payment is completed, the system creates a new "active" subscription and deactivates the previous one.

To upgrade a subscription, the user must select the Upgrade / Downgrade action from the options menu at the recordset level of a subscription (which is "active"). In such a case, the system displays a pop up screen in which the user is asked to select a new subscription (compatible with his role) as well as if he wants to keep the credits of the previous subscription (locked NO value). The user selects values and presses Proceed. If the new subscription involves payment, the system refers the user to the JCC to complete the payment. After completing the payment, the system creates a new subscription and keeps the previous one active. If he has not paid the new subscription, the user can pay for it at a later stage (in this case, the subscription appears as "inactive").

To cancel a subscription, the user must select the Cancel action from the options menu at the recordset level of a subscription (which is "inactive"). In such a case, the system permanently deletes the subscription.

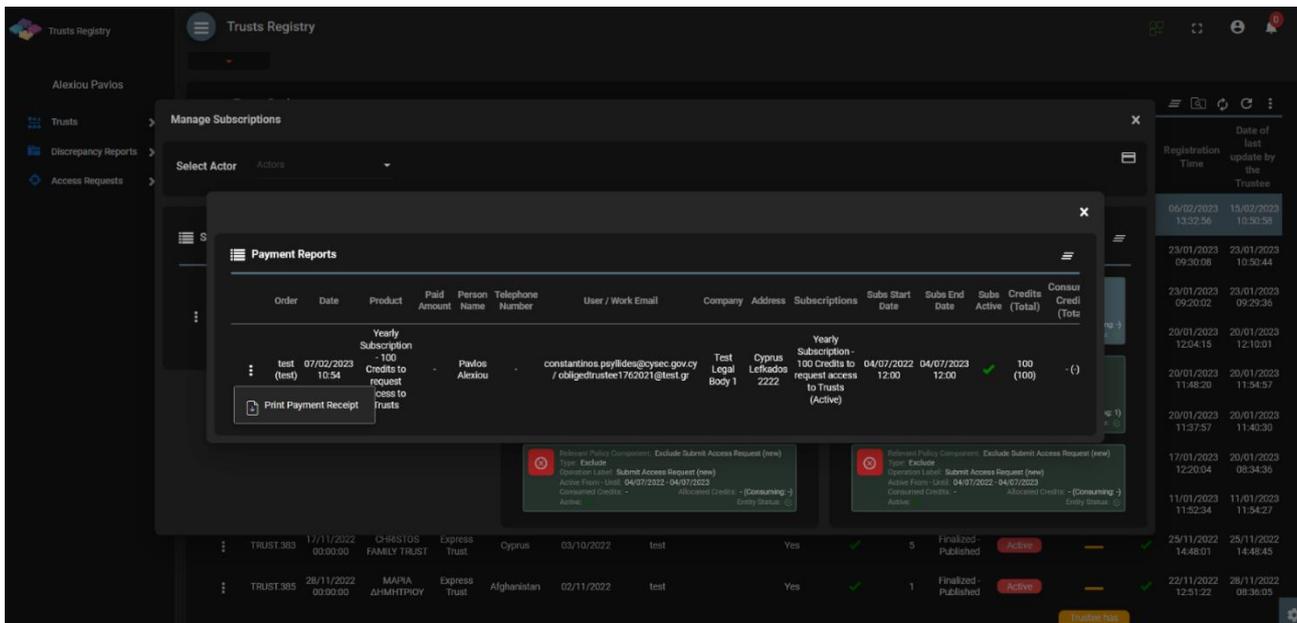
To deactivate a subscription, the user must select the Deactivate action from the options menu at the recordset level of a subscription (which is marked as active (entity status)). In such a case, the system changes the marking to "inactive".

To activate a subscription, the user must select the Activate action from the options menu at the recordset level of a subscription (which is marked as "inactive" (entity status)). In such a case, the system changes the marking to "active".



User Subscription Management Screen

The user can see the completed payments with the button 'Payments'. In this report the user is able to download the payment receipt from each record.



Payment Report Screen



Subscription Components: Each subscription (at its design) may contain the following components:

- Full permissions: Means that the user can access all the functions that are defined as available for the specific role (actor)
- Credit consumer: It means that for a specific function the user must have credits to perform it
- Exclude: Means that a specific function is not provided to the user unless it has a credits consumer component for it



Preservation of credits: It is a function for the option of transferring the (remaining) credits of an existing subscription to a new one. It is not provided as a function in the case of ECC



Real Subscription Status: In order for a subscription to be active, you must:

- If it has a validity period, the current date must be within the validity period
- Must be entity_status = active (system status for all admin entities)
- If it contains a payment, it must have been repaid



A subscription that is about to expire (within 10 days) flashes on the screen.

3. Access by natural or legal persons, in accordance with Articles 61C (12) (c) and 61C (12) (d) of the AML / CFT Law

3.1. Menus

Upon entering the application, the user has access to the following data directories (menu on the left):

Menu	Description
Trusts Registry	This directory presents the latest editions of Active Registry Trusts that have been published. This list is essentially about the Register of Trusts.
Accessible Trusts	The specific list presents the latest versions of the active Trusts of the Registry that have been published, for the Trusts that have been accessed to the specific user through the approval of an access request.
Registration Exemption Requests	The specific list presents all the Requests for Exemption of Trust from the Register that have been confirmed by the Cyprus Hellenic Capital Market Commission.
Deleted Trusts	The specific list presents the Trusts that have been deleted from the Register.
Suspended Trusts	The specific list presents the Trusts that have been suspended.
My Access Requests	The specific list presents all the Trust Access Requests that have been registered by the specific user.

The following are indicative screens of the application directories:

The screenshot displays the 'Trusts Registry' application interface. On the left, there is a navigation menu with options: Trusts Registry, Accessible Trusts, Registration Exemption Requests, Deleted Trusts, Suspended Trusts, and Access Requests. The main area shows a table of trust records with the following columns: Beneficial Ownership Registry ID, Registry Entry Date, Trust Name, Trust Type, Country of Establishment, Registration Date, Governing Law, Termination Date, Controlling Interest, Overdue Registration, Version No, Trust Version Status, Trust Status, Note, Registration Time, Registered by User, and Date of last update by the Trustee.

Beneficial Ownership Registry ID	Registry Entry Date	Trust Name	Trust Type	Country of Establishment	Registration Date	Governing Law	Termination Date	Controlling Interest	Overdue Registration	Version No	Trust Version Status	Trust Status	Note	Registration Time	Registered by User	Date of last update by the Trustee
TRUST 331	26/03/2022 00:00:00	test_26_3_2022 changed	Express Trust	Germany	01/01/2000	st_covering_law	25/02/2023	Yes	✓	7	Finalized-Published	Active	✓	27/03/2022 10:08:24	Papaliwanou Andras	27/03/2022 10:19:00
TRUST 346	09/03/2022 00:00:00	Pavlos Trust Overdue V2	Express Trust	Cyprus	23/02/2022	maria4		No	✓	3	Finalized-Published	Active	✓	24/03/2022 10:10:03	Ioannou Maria	24/03/2022 10:12:04
TRUST 348	09/03/2022 00:00:00	Maria test real estate 3	Express Trust	Cyprus	08/03/2022	test		No	✓	3	Finalized-Published	Active	✓	24/03/2022 09:24:41	Ioannou Maria	24/03/2022 09:27:27
TRUST 350	16/03/2022 00:00:00	MARIA TRUST	Express Trust	Greece	11/03/2022	LAW		No	✓	1	Finalized-Published	Active	✓	16/03/2022 09:50:52	Alexiou Pavlos	16/03/2022 11:04:32
TRUST 347	09/03/2022 00:00:00	Maria Trust real estate	Express Trust	Austria	08/03/2022	test		No	✓	1	Finalized-Published	Active	✓	09/03/2022 11:51:58	Ioannou Maria	09/03/2022 11:58:08
TRUST 346	09/03/2022 00:00:00	Maria Business Trust	Express Trust	Cyprus	08/03/2022	maria7		No	✓	1	Finalized-Published	Active	✓	09/03/2022 09:27:06	Ioannou Maria	09/03/2022 09:31:36
TRUST 344	09/03/2022 00:00:00	Pavlos Trust	Express Trust	Cyprus	01/03/2022	maria7		No	✓	1	Finalized-Published	Active	✓	09/03/2022 08:03:56	Ioannou Maria	09/03/2022 08:37:10
TRUST 342	23/02/2022 00:00:00	maria trust	Express Trust	Italy	02/11/2021	law		No	✓	2	Finalized-Published	Active	✓	02/03/2022 10:33:54	Ioannou Maria	02/03/2022 10:36:30
TRUST 336	18/02/2022 00:00:00	DIRECTIVE DATE TRUST	Express Trust	Cyprus	08/01/2022	TEST 1		No	✓	5	Finalized-Published	Active	✓	25/02/2022 12:43:45	stefani CySECUser20	26/02/2022 12:45:24
TRUST 334	18/02/2022 00:00:00	VERSION 2 TRUST	Express Trust	Cyprus	01/02/2022	TEST2		No	✓	4	Finalized-Published	Active	✓	23/02/2022 14:22:02	stefani CySECUser20	24/02/2022 13:06:05
TRUST 341	22/02/2022 00:00:00	TEST 22_2_2022 3	Express Trust	Bulgaria	01/02/2022	test		No	✓	8	Finalized-Published	Active	✓	23/02/2022 13:40:23	Papaliwanou Andras	23/02/2022 13:41:25
TRUST 343	23/02/2022 00:00:00	TRUSTEE DATE	Express Trust	Cyprus	01/02/2022	TEST		No	✓	2	Finalized-Published	Active	✓	23/02/2022 11:27:19	stefani CySECUser20	23/02/2022 11:34:05
TRUST 340	22/02/2022 00:00:00	TEST 22_02_2022_1	Express Trust	Bulgaria	08/02/2022	Test Governing Law 2		No	✓	1	Finalized-Published	Active	✓	22/02/2022 13:30:13	Papaliwanou Andras	22/02/2022 13:31:49
TRUST 339	22/02/2022 00:00:00	TEST 22_02_2022	Express Trust	Belgium	15/02/2022	Test governing law		No	✓	1	Finalized-Published	Active	✓	22/02/2022 15:21:00	Papaliwanou Andras	22/02/2022 15:22:19
TRUST 335	18/02/2022 00:00:00	TRANSFER REQUEST TRUST	Express Trust	Cyprus	01/02/2022	TEST		No	✓	1	Finalized-Published	Active	✓	18/02/2022 11:48:04	Maria G CySECUser22	18/02/2022 11:53:10
TRUST 330	15/02/2022 00:00:00	REAL ESTATE TRUST	Express Trust	Cyprus	25/01/2022	TEST		No	✓	1	Finalized-Published	Active	✓	15/02/2022 12:22:28	Alexiou Pavlos	15/02/2022 12:30:45

Catalog of Trusts Registry

Beneficial Ownership Registry ID	Trust Name	Trust Type	Country of Establishment	Governing Law	Trust Status	Access Deadline	Register at	Trust Version M	Register by	Request ID
TRUST 128	Test Trust 1	Express Trust	Test Trust 1	Deleted	30/07/2021	12/06/2021 10:28:01	137	Registry Administrator	01	

List of Accessible Trusts (Accessible Trusts)

Registry Code	Registry Entry Date	Beneficial Ownership Register ID	Trust Name	Trust Type	Country of Registration	Exemption Reason	Publishing has been Verified by Cyprus	Cyprus Comments	Exempted Trust Status	Request Status	Version No	Registration Time	Registered by User
TRUST EXC 308	27/12/2021 00:00:00	987654	NPP Trust	Express Trust	Cyprus		✓	test308	Active	Finalized - Published	1	27/12/2021 14:17:38	Polykris Nicosias
TRUST EXC 305	21/12/2021 00:00:00	12	EXE	Express Trust	Austria		✓		Active	Finalized - Published	1	21/12/2021 12:53:40	Ioanna Maria
TRUST EXC 294	29/11/2021 00:00:00	frsa	frsa	Express Trust	Cyprus		✓	testing 29/11/2021	Active	Finalized - Published	1	29/11/2021 11:35:41	GEORGIADIS ANDREAS
TRUST EXC 274	22/11/2021 00:00:00	Austrian	Example 2	Express Trust	Cyprus		✓	testing 22-11-2021	Active	Finalized - Published	1	22/11/2021 13:51:19	Hedjergingou hane
TRUST EXC 272	22/11/2021 00:00:00	268	NK TRUST	Express Trust	Cyprus		✓	test22-11-2021	Active	Finalized - Published	1	22/11/2021 12:56:39	zenofortoa rocky
TRUST EXC 266	29/11/2021 00:00:00	test	Example 1	Legal Arrangement Similar to Trust	Cyprus		✓	testing 23/11/2021	Active	Finalized - Published	1	18/11/2021 14:04:27	Hedjergingou hane
TRUST EXC 260	17/11/2021 00:00:00	4566456	mga	Express Trust	Cyprus		✓	test	Active	Finalized - Published	1	17/11/2021 16:16:15	GEORGIADIS ANDREAS
TRUST EXC 250	29/10/2021 00:00:00	LONDON_1919	Test Exempted Trust 2021	Express Trust	Belgium		✓	the request is verified	Active	Finalized - Published	1	29/10/2021 15:09:13	Ioanna Maria
TRUST EXC 248	28/10/2021 00:00:00	1234	test	Express Trust	Austria		✓		Active	Finalized - Published	1	28/10/2021 15:50:11	Papadopoulos Andreas
TRUST EXC 242	15/10/2021 00:00:00	54	MARIA EXEMPT	Express Trust	Austria		✓		Active	Finalized - Published	1	15/10/2021 10:44:28	Ioanna Maria
TRUST EXC 230	30/09/2021 00:00:00	123	EXEMPTED TRUST REQUEST	Express Trust	Austria		✓		Active	Finalized - Published	1	30/09/2021 11:55:29	Ioanna Maria
TRUST EXC 225	17/09/2021 00:00:00	test	test	Express Trust	Bulgaria		✓		Active	Finalized - Published	1	17/09/2021 14:11:33	Papadopoulos Andreas
TRUST EXC 206	09/09/2021 00:00:00	123	Stephanie Trust	Express Trust	Austria		✓		Active	Finalized - Published	1	09/09/2021 09:45:13	test maria
TRUST EXC 186	30/07/2021 00:00:00		MariaExempt_Jersion2	Express Trust	Cyprus		✓		Active	Finalized - Published	1	30/07/2021 11:04:18	Alexiou Pavlos
TRUST EXC 130	16/06/2021 00:00:00		TRUST EXEMPTED 21	Express Trust	Bulgaria		✓		Active	Finalized - Published	1	16/06/2021 15:44:06	Papadopoulos George

List of Trust Exemption Requests from the Registry (Registration Exemption Requests)

Beneficial Ownership Register ID	Registry Entry Date	Trust Name	Trust Type	Country of Establishment	Date of Establishment	Governing Law	Controlling Interest	Version No	Trust Version Status	Trust Status	Deletion Date	Deletion Requested by Trustee	Registration Time	Registered by User	Last Update Time
TRUST135	20/06/2021 00:00:00	CHRISTOS FAMILY TRUST	Express Trust	Cyprus	16/06/2021	The trustees law	Yes	1	Finalized - Published	Deleted	13/09/2021		22/06/2021 09:15:47	Papadimitriou George	22/06/2021 11:41:44
TRUST323	16/02/2022 00:00:00	test 16_2_2022	Express Trust	Belgium	01/02/2022	test governing law	No	1	Finalized - Published	Deleted	21/02/2022		18:24:19	Papadimitriou Andrew	18/02/2022 18:16:57
TRUST159	26/07/2021 00:00:00	test 7_7_2021	Express Trust	Bulgaria	01/01/1999	test	No	1	Finalized - Published	Deleted	08/09/2021		07/07/2021 17:22:13	Papadimitriou Andrew	26/07/2021 18:07:04
TRUST246	25/10/2021 00:00:00	test	Express Trust	Austria	01/01/1900	test	Yes	1	Finalized - Published	Deleted	30/10/2021		25/10/2021 15:14:28	Papadimitriou Andrew	25/10/2021 15:23:37
TRUST128	10/06/2021 00:00:00	Test Trust 1	Express Trust	Greece	10/06/2021	Test Trust 1	No	6	Finalized - Published	Deleted	28/07/2021		16/05/2021 18:01:42	Papadimitriou George	16/05/2021 18:02:00
TRUST209	09/09/2021 00:00:00	StephanieTrustNormal	Express Trust	Cyprus	08/09/2021	i33	No	1	Finalized - Published	Deleted	13/09/2021		09/09/2021 10:29:23	test maria	09/09/2021 10:34:49
TRUST155	06/07/2021 00:00:00	ANNE FAMILY TRUST	Express Trust	Cyprus	15/05/2018	CYPRUS LAW	No	2	Finalized - Published	Deleted	13/09/2021		09/09/2021 12:28:16	Ioannou Maria	09/09/2021 12:27:51
TRUST223	14/09/2021 00:00:00	exempted info trust	Express Trust	Cyprus	01/09/2021	test	No	1	Finalized - Published	Deleted	14/09/2021		13/09/2021 13:31:23	Ioannou Maria	14/09/2021 09:31:14
TRUST218	30/09/2021 00:00:00	MEETING	Express Trust	Cyprus	01/09/2021	TEST	Yes	1	Finalized - Published	Deleted	21/09/2021		13/09/2021 11:29:90	Ioannou Maria	30/09/2021 16:09:15
TRUST195	30/09/2021 00:00:00	JOHNNY TRUST	Express Trust	Cyprus	11/01/2016	TEST	No	1	Finalized - Published	Deleted	09/09/2021		06/09/2021 12:20:23	Ioannou Maria	30/09/2021 16:13:13
TRUST157	30/09/2021 00:00:00	SP FAMILY TRUST	Express Trust	Cyprus	17/01/2016	CYPRUS LAW	No	1	Finalized - Published	Deleted	05/10/2021		07/07/2021 11:58:25	Ioannou Maria	30/09/2021 15:17:45
TRUST231	04/10/2021 00:00:00	PJ TRUST	Legal Arrangement Similar to Trust	Cyprus	19/02/2020	TEST	Yes	1	Finalized - Published	Deleted	30/10/2021		04/10/2021 11:10:43	Ioannou Maria	04/10/2021 11:19:52
TRUST236	11/10/2021 00:00:00	ANNA TRUST	Legal Arrangement Similar to Trust	Cyprus	18/04/1992	TEST	Yes	1	Finalized - Published	Deleted	09/09/2021		11/10/2021 11:18:19	Ioannou Maria	11/10/2021 11:47:35
TRUST249	29/10/2021 00:00:00	Test Express Trust 2021	Express Trust	Lithuania	01/01/1990	Law 1989 new version	No	2	Finalized - Published	Deleted	31/10/2021		29/10/2021 14:59:30	Ioannou Maria	29/10/2021 15:00:25
TRUST267	16/11/2021 00:00:00	MCA	Express Trust	Cyprus	01/01/2020	Cyprus International Trust Law	Yes	2	Finalized - Published	Deleted	01/01/2021		16/11/2021 16:48:41	GEORGIOU MARA	16/11/2021 16:59:53
TRUST276	22/11/2021 00:00:00	The Christina Trust	Express Trust	Cyprus	20/09/2011	Republic of Cyprus	No	1	Finalized - Published	Deleted	22/11/2021		22/11/2021 20:50:55	Test Christina	22/11/2021 21:11:53
TRUST279	22/11/2021 00:00:00	AFT Trust	Express Trust	Cyprus	22/11/2021	SOUTH AFRICA	Yes	1	Finalized - Published	Deleted	23/11/2021		22/11/2021 07:46:48	serifotomas nicky	22/11/2021 08:16:27
TRUST275	22/11/2021 00:00:00	BAB TRUST	Express Trust	Cyprus	13/11/2021	CYPRUS	No	2	Finalized - Published	Deleted	22/11/2021		22/11/2021 18:59:50	serifotomas nicky	22/11/2021 18:47:14
TRUST285	23/11/2021 00:00:00	AMA Trust	Express Trust	Cyprus	01/11/2021	CYPRUS	No	1	Finalized - Published	Deleted	24/11/2021		23/11/2021 14:00:00	test maria	23/11/2021 14:00:00

List of Deleted Trusts from the Register (Deleted Trusts)

Beneficial Ownership Register ID	Registry Entry Date	Trust Name	Trust Type	Country of Establishment	Date of Establishment	Version No	Trust Version Status	Trust Status	Suspension Date From	Suspension Reason	Other Suspension Reasons (description)	Suspension Comments	Compliance Deadline	Registration Time	Registered by User	Last Update Time
TRUST132	16/06/2021 00:00:00	test 4444	Express Trust	Greece	01/06/2021	1	Finalized - Published	Suspended	24/04/2021	Information provided based on article 61C of AML Law is incomplete, inaccurate or false			30/07/2021	16/06/2021 18:02:35	Papadimitriou George	16/06/2021 18:09:50
TRUST183	08/07/2021 00:00:00	test	Express Trust	Cyprus		1	Finalized - Published	Suspended	02/09/2021	Information provided based on article 61C of AML Law is incomplete, inaccurate or false			17/09/2021	29/06/2021 16:57:27	Papadimitriou Andrew	08/07/2021 15:43:15
TRUST348	16/05/2022 00:00:00	test for legal entity	Express Trust	Belgium	03/04/2022	8	Finalized - Published	Suspended	09/05/2022	Information provided based on article 61C of AML Law is incomplete, inaccurate or false	uk		24/09/2022	06/09/2022 12:05:45	Ioannou Maria	06/09/2022 12:07:13

List of Suspended Trusts

Request Kind	Status	Trust Name	ID Registry ID	Accessible Trust Name	Request Name	Is Confirmed (Cysec)	Is Approved (Trustee)	Access Deadline	Submission Date	Evaluation Date	Trust Version	Trust Under Access	Registration Time	Registered by User	Last Update Time
Draft	test												01/12/2021 10:38:43	Eleftheriou Lefteris	01/12/2021 10:38:43
Draft	TEST												01/12/2021 08:22:47	Eleftheriou Lefteris	01/12/2021 08:22:47
Draft	acc trust												31/10/2021 22:25:42	Eleftheriou Lefteris	31/10/2021 22:25:42
Evaluated	DOKIM	DOKIM				✓		29/11/2021	29/10/2021 00:00:00	29/10/2021 23:31:29	249	-	29/10/2021 23:29:27	Eleftheriou Lefteris	29/10/2021 23:31:29
Evaluated	ANNA TRUST	12 ANNA TRUST				✓		14/11/2021	15/10/2021 00:00:00	15/10/2021 11:15:10	231	-	15/10/2021 10:58:55	Eleftheriou Lefteris	15/10/2021 11:15:10
Evaluated	FU TRUST	FU TRUST				✓		10/11/2021	11/10/2021 00:00:00	11/10/2021 13:09:06	227	-	11/10/2021 13:06:30	Eleftheriou Lefteris	11/10/2021 13:09:06
Evaluated	ANNA TRUST	ANNA TRUST				✓		10/11/2021	11/10/2021 00:00:00	11/10/2021 13:21:19	231	-	11/10/2021 12:59:41	Eleftheriou Lefteris	11/10/2021 13:21:19
Draft	FU TRUST	12											06/10/2021 10:17:39	Eleftheriou Lefteris	06/10/2021 10:17:39
Submitted	FU TRUST								05/10/2021 10:10:56				05/10/2021 10:10:08	Eleftheriou Lefteris	05/10/2021 10:10:56
Evaluated	SP FAMILY TRUST	SP FAMILY TRUST				✓		30/10/2021	30/09/2021 00:00:00	30/09/2021 13:30:29	159	-	30/09/2021 13:26:53	Eleftheriou Lefteris	30/09/2021 13:30:29
Evaluated	Anastasia	Anastasia				✓		13/10/2021	13/09/2021 00:00:00	13/09/2021 10:09:43	170	-	13/09/2021 09:56:29	Eleftheriou Lefteris	13/09/2021 10:09:43
Submitted	ANNE FAMILY TRUST	12							13/09/2021 09:53:29				13/09/2021 09:53:15	Eleftheriou Lefteris	13/09/2021 09:53:29
Submitted	Anastasia								13/09/2021 09:01:57				13/09/2021 09:01:25	Eleftheriou Lefteris	13/09/2021 09:01:57
Submitted	CHRISTOS FAMILY TRUST					✓			06/08/2021 00:00:00				06/08/2021 11:05:50	Eleftheriou Lefteris	06/08/2021 11:07:32
Submitted	CONTROL	12				✓			06/08/2021 00:00:00				06/08/2021 10:42:59	Eleftheriou Lefteris	06/08/2021 10:50:08

List of My Access Requests (My Access Requests)

From the above directories, the following functions are provided (per directory):

Menu	Mode	Position	Reference
Accessible Trusts	View Trust (Confidence Data Overview) <i>Please note that when accessed by a Natural / Legal Person, the Beneficial Owners directory only displays items for which no access exemption has been requested.</i>	Recordset	Chapter 3.2.1
	Request Access by Cysec (Section 61C (12) (c) of the AML / CFT law)(Type 1) (Registration of an Access Request without direct association with a Trust)	header	Chapter 3.3.1
My Access Requests	Request Access by Cysec (Section 61C (12) (d) of the AML / CFT law)(Type 2) (Registration of an Access Request without direct association with a Trust)	Recordset	Chapter 3.3.1
	Edit (Registration of an Access Request without direct correlation with a Trust in edit mode) <i>This function is only allowed if the request is type 1 or 2.</i>	Recordset	Chapter 3.3.1
	Manage (Access Request Management) <i>This feature is only allowed if the request is type 2.</i>	Recordset	Chapter 3.3.2
	Submit (Request for Access)	Recordset	Chapter 3.3.4

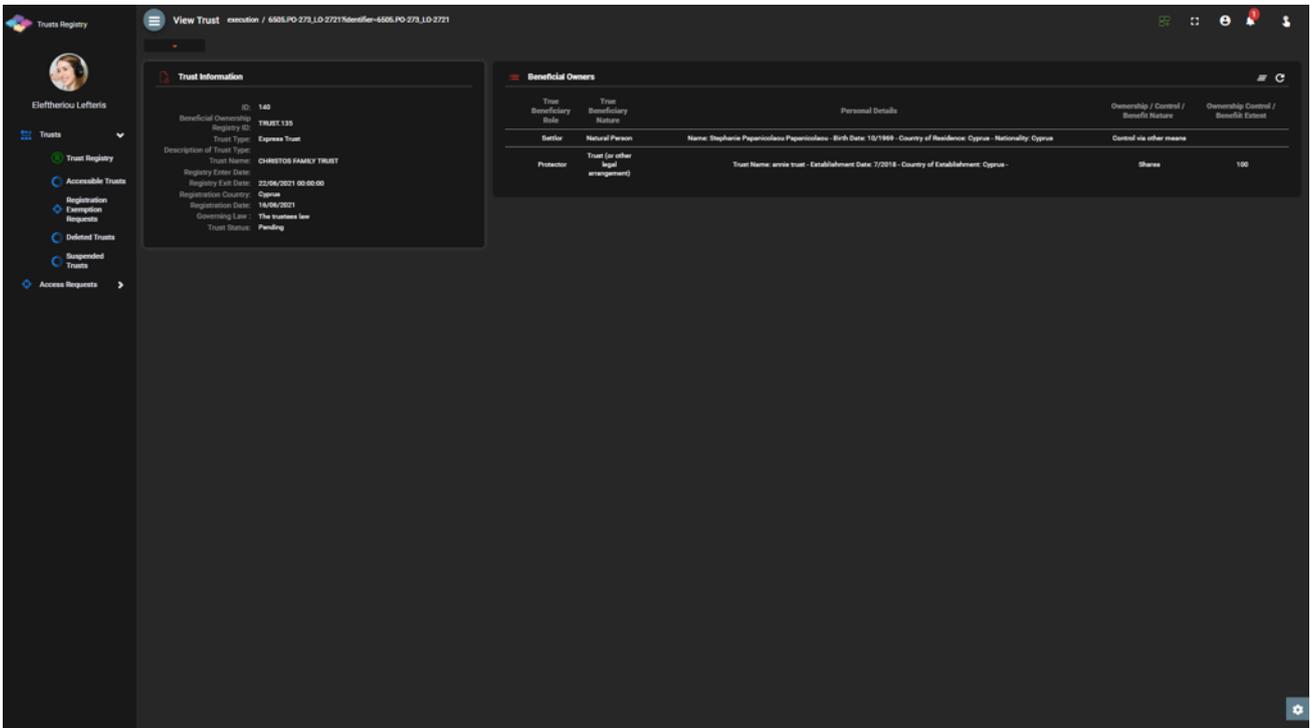
	<i>This feature is only allowed if the request is in Draft mode</i>		
	Delete (Delete Request for Access) <i>This feature is only allowed if the request is in Draft mode.</i>	Recordset	Chapter 3.3.5

Provided Functions at Trust level per Directory

3.2. Registry Trust Management

3.2.1. View Trust

This feature provides access to the Trust file (for which an Access Request has been approved and an Access Exemption Request not approved) but restricts access to the Beneficiary data to what the user can see (ie it does not provide access to the detailed tabs of the actual beneficiaries).



Accessible Trust overview screen

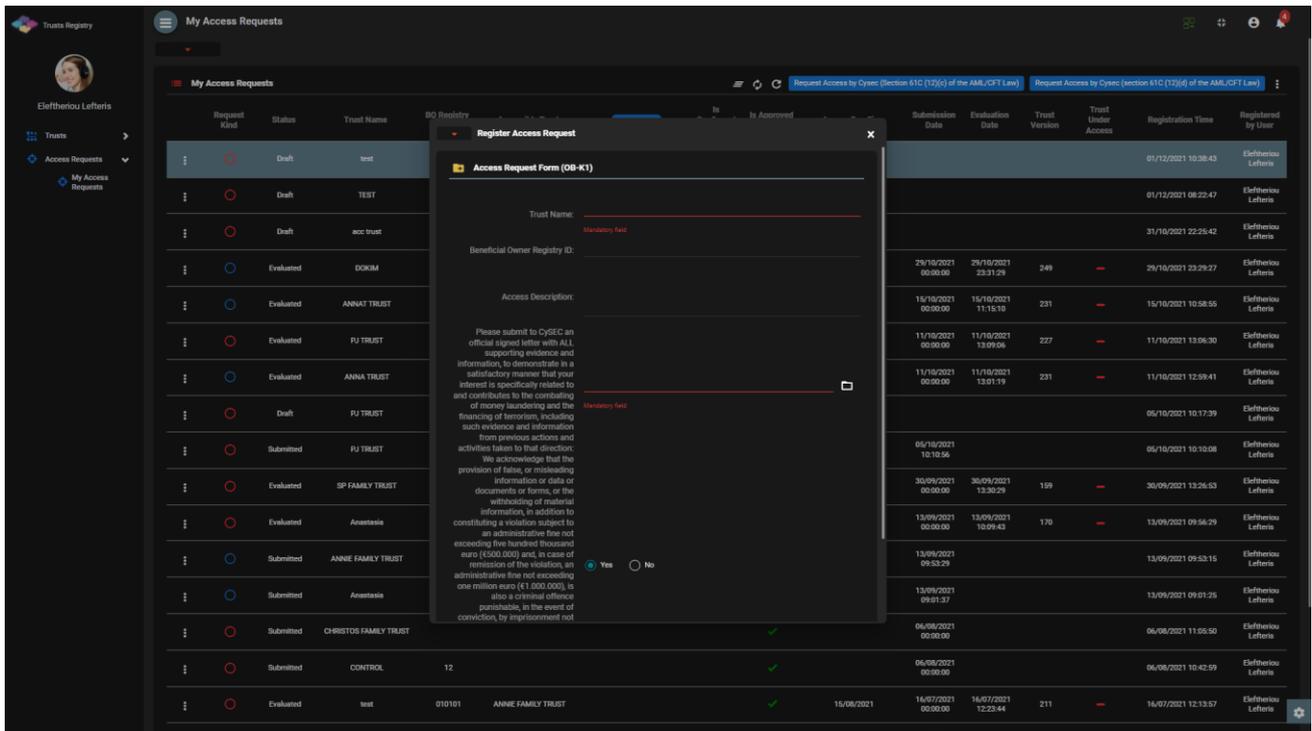
3.3. Access Request Management

3.3.1. Registration of an Access Request without Direct Relationship with Trust (Request Access by Cysec (Section 61C (12) (c) of the AML / CFT Law) & Request Access by Cysec (Section 61C (12) (d) of the AML / CFT Law)

The purpose of this function is to register an Access Request for a previously unknown Trust, by a duly authorized user. Reference to requests type "Legitimate Interest according to (Section 61C (12) (c) of the AML / CFT Law) (Type 1))" or Related to an express trust or similar legal arrangement which holds or owns a controlling interest in any corporate or other legal entity that are established in a third country (Section 61C (12) (d) of the AML / CFT Law) (Type 2), which require control by the Cyprus Securities and Exchange Commission (CCP).



The system displays a pop up screen with the Access Request Registration card (different card for Type 1 and Type 2).



Entry Access Request Entry Screen

To enter an Access Request, the user must fill in the following information:

Field Name	Field Type	Shows up	Mandatory	Remarks
Trust Name	Text field	YES	YES	Name of relevant Trust
Beneficial Owner Registry ID	Text field	YES	NO	Unique Registration Number in the Register

Access Description	Text field	YES	NO	Request description
Please submit to CySEC an official signed letter with ALL supporting evidence and information, to demonstrate in a satisfactory manner that your interest is specifically related to and contributes to the combating of money laundering and the financing of terrorism, including such evidence and information from previous actions and activities taken to that direction	Select file from disk	YES	YES If it appears	<i>This field only appears if the Request is Type 1</i>
This Trust or this legal arrangement similar to trust holds or owns a controlling interest in a corporate or other legal entity other than those referring in Articles 61A (1) or 61B (1) or incorporated in another Member State, through direct or indirect ownership, including through bearer shareholdings, or through control via other means	Check box YES / NO (check box)	YES	YES If it appears	<i>This field only appears if the Request is Type 2</i>
Note	Informative Message «ATTENTION: In that case you must fill in (action: Manage) at at least one corporate or other legal entity that this Trust or this legal arrangement similar to trust holds or owns a controlling interest, other than those referring in Articles 61A (1) or 61B (1) or incorporated in another Member State, through direct or indirect ownership, including through bearer shareholdings, or through control via other means »	YES	-	<i>This field only appears if the Request is Type 2</i>
We acknowledge that the provision of false, or misleading information or data or documents or forms, or the withholding of material information, in addition to constituting a violation subject to an administrative fine not exceeding five hundred thousand euro (€ 500.000) and, in case of remission of the violation, an	Confirmation message	YES	YES	Confirmation <i>The field receives a default YES value</i>

administrative fine not exceeding one million euro (€ 1.000.000), is also a criminal offence punishable, in the event of conviction, by imprisonment not exceeding five (5) years or by a fine, not exceeding three hundred and fifty thousand euro (€ 350,000) or both				
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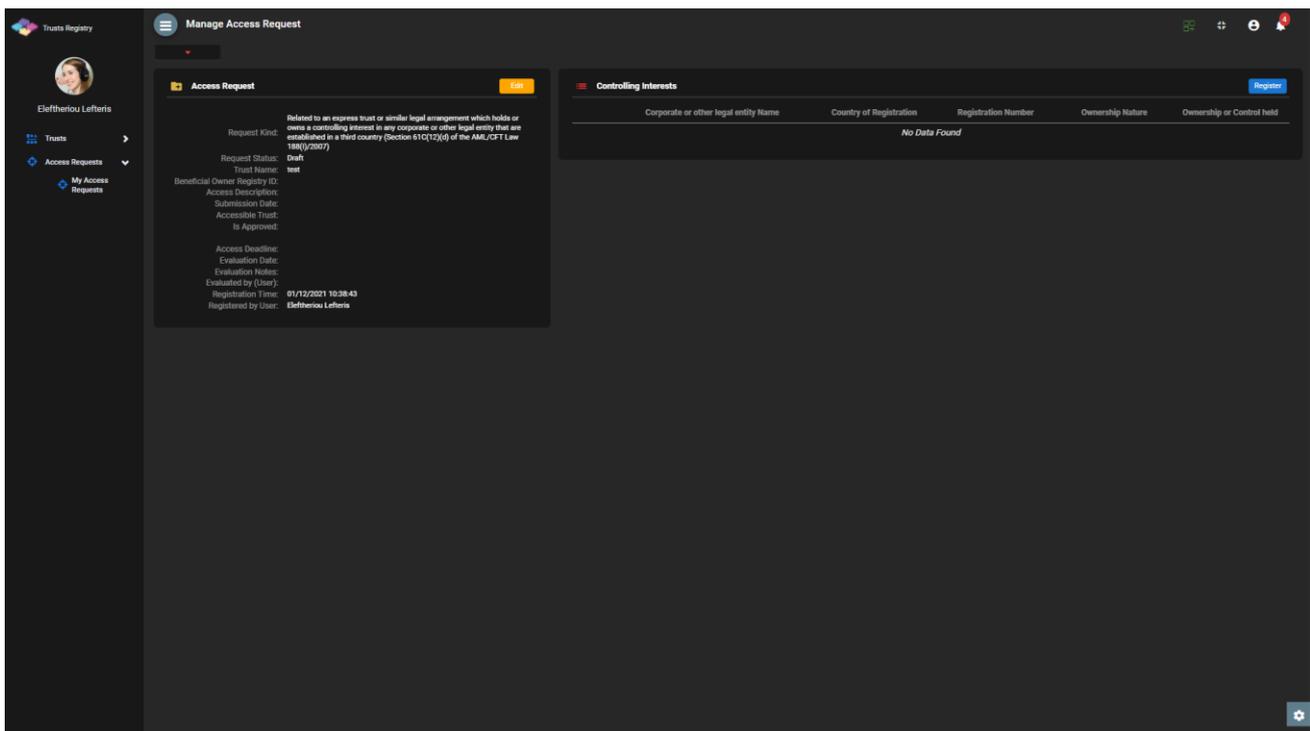


The above card and function is also used in case the user wishes to update the details of the Access Request (edit form) or to have easy access to them (view form).

The new Registration Request registration is accessible from the "My Access Requests" directory

3.3.2. Access Request Management (Manage)

This function is intended to display the details of an Access Request by providing the ability to update them and register Controlling Interests (essentially this function is only available for Access Request type "Related to an express trust or similar legal arrangement which holds or owns a controlling interest in any corporate or other legal entity that are established in a third country (Section 61C (12) (d) of the AML / CFT Law).



Access Request Management Screen

From the Access Request Management screen, the following functions are provided per displayed card:

Card	Mode	Position	Reference
Access Request	Edit (Registration of Access Request)	Header (button)	Chapter 3.3.1

Controlling Interests	Register (Posting Controlling Interest)	Header (button)	Chapter 3.3.3
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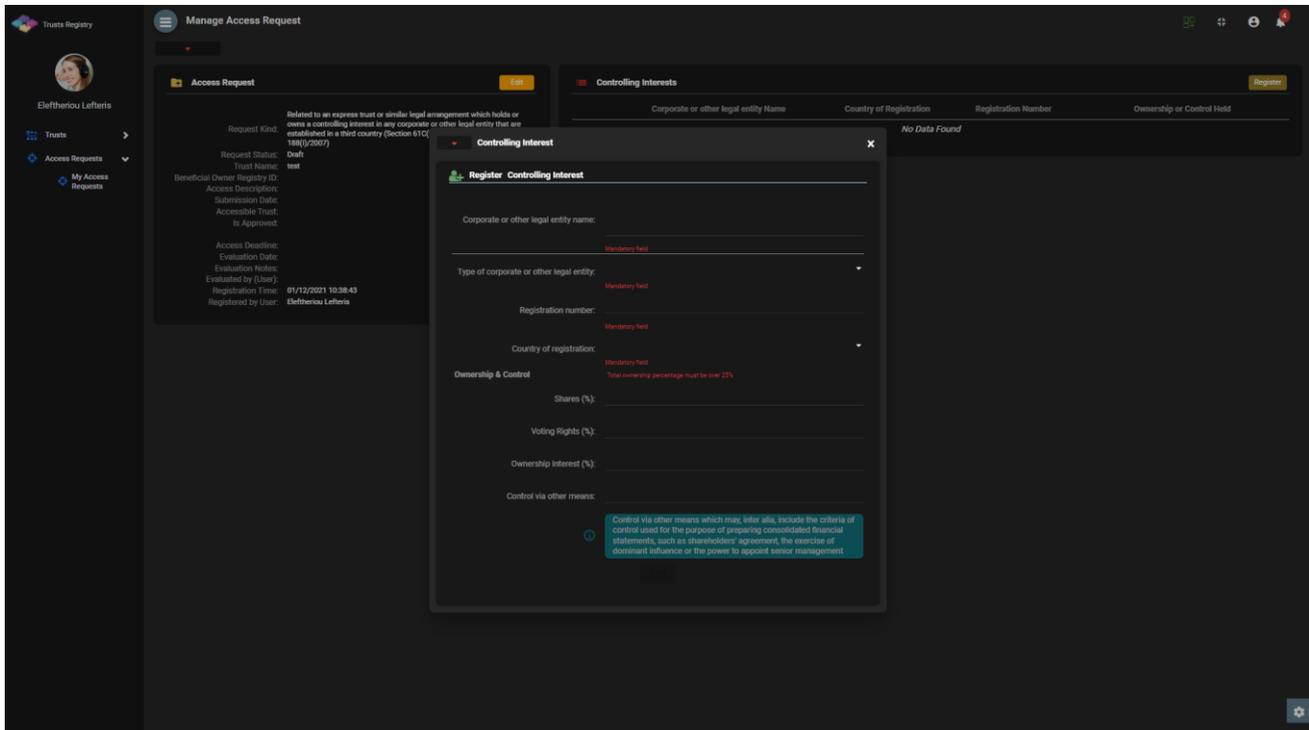
Functions Provided in the Trust Issue Management Screen



The above function is allowed only if the selected Access Request is in Draft mode.

3.3.3. Controlling Interest (Register)

The purpose of this function is to register the details of a Controlling Interest in a Request for Exemption type "Related to an express trust or similar legal arrangement which holds or owns a controlling interest in any corporate or other legal entity that are established in a third country (Section 61C (12) (d) of the AML / CFT Law)".



Access Control Request Entry Screen

To register a Controlling Interest in an Access Request, the user must fill in the following information:

Field Name ³	Field Type	Shows up	Mandatory	Remarks
Corporate or other legal entity Name	Text field	YES	YES	
Type of corporate or other legal entity	Options Menu with the following values:	YES	YES	

³Note that the fields of the relevant form (as well as their labels) have not been finalized yet

	<p>a) Private companies of limited liability by shares</p> <p>b) General partnerships</p> <p>c) Societies</p> <p>d) Overseas companies</p> <p>e) Limited partnerships</p> <p>f) Public companies of limited liability by shares</p> <p>g) Public and private companies of limited liability by guarantee without share capital</p> <p>h) Private companies of limited liability by guarantee with share capital</p> <p>i) European companies (SE)</p> <p>j) Public companies of limited liability by guarantee with share capital</p> <p>k) Federations and associations</p> <p>λ) Other</p>			
Define Other	Text field	YES if value l) is selected in the previous field	YES if it appears	
Registration Number	Text field	YES	YES	
Country of Registration	Menu Options with the base countries	YES	YES	
Ownership & Control Section				
Shares (%)	Number from 0 to 100	YES	NO	The sum of the percentages must be more than 50%, unless a value has been filled in the field Control via other means
Voting Rights (%)	Number from 0 to 100	YES	NO	
Ownership Interest (%)	Number from 0 to 100	YES	NO	
Control via other means	Text field	YES	NO	
Note	Information Message "Control via other means which may, inter alia, include the criteria of control used for the purpose of preparing consolidated financial statements,	YES	-	Update message

	such as shareholders' agreement, the exercise of dominant influence or the power to appoint senior management"			
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The above card and function is also used in case the user wishes to update the details of the Controlling Interest (edit form) or to have easy access to them (view form).

3.3.4. Submit Request for Access (Submit)

The purpose of this function is to submit an Access Request from the user who has registered it. During the activation of the function the system displays a pop up confirmation of energy, and if it is an Access Request type "Related to an express trust or similar legal arrangement which holds or owns a controlling interest in any corporate or other legal entity that are established in a third country (Section 61C (12) (d) of the AML / CFT Law) the system checks if Controlling Interests have been registered (at least 1). If the above is true, the system displays an information message, and does not allow the Request to be submitted. If the above does not apply, the system closes the window and updates the status of the Request to Submitted.



The operation is performed in the background and has no screen.

The above function is allowed only if the selected Access Request is in Draft mode.

The access request is now accessible by the Cysec Internal User and Cysec Registry Administrator roles for control.

3.3.5. Delete Request for Access (Delete)

The purpose of the Function is the (physical) deletion of an Access Request by the user who has registered it.



The operation is performed in the background and has no screen.

The above operation is allowed only if the selected Trust is in Draft mode.

The request is deleted "of course" from the database