# FORM F13

# INSTRUCTION/REQUEST TO REGISTER ESTABLISHMENT/DELETION OF RIGHT TO REQUIRE or JOIN TRANSFER OF SJC SHARES

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| ***This table is to be completed by CDCP after service provision*** |
| *Date of placement* |  |
| *Order Number* | *ZP -* |
| *Service code* |  |
| *Date of processing* |  |
| ***Registration No of the right*** |  |
| ***Registration date of the right*** |  |

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| **The client hereby submits[[1]](#endnote-1)** |
| Select item Kliknutím zadáte text. |

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| **The Client hereby requests registration of [[2]](#endnote-2)** |
| Select item Kliknutím zadáte text. |

# PERSON ENTITLED FROM the REGISTERED RIGHT

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| * 1. **ENTITLED PERSON I.**
 |
| Business name / Title, Name and Surname | Kliknutím zadáte text. |
| Registered office / permanent address[[3]](#endnote-3) | Kliknutím zadáte text. |
| Address of the actual place of business, if different from the registered office address | Kliknutím zadáte text. |
| Company ID/FRN/NIČ/Birth Number | Kliknutím zadáte text. |
| Tax ID[[4]](#endnote-4) | Select Item Kliknutím zadáte text. |
| VAT ID[[5]](#endnote-5) | Client HAS assigned following VAT ID Kliknutím zadáte text. |
| * + 1. **SJC shares of the entitled person that are subject to the registered right**
 |
| Business name of an issuer | Kliknutím zadáte text. |
| Registered office of an issuer | Kliknutím zadáte text. |
| Address of the actual place of business, if different from the registered office address | Kliknutím zadáte text. |
| Company ID of an issuer |  Kliknutím zadáte text. |
| ISIN |  Kliknutím zadáte text. |
| Type of shares | Kliknutím zadáte text. |
| Nominal Value | Kliknutím zadáte text. |
| Shares – qty of units | Kliknutím zadáte text. |
| Issue date of the issue | Kliknutím zadáte text. |
| Account No.[[6]](#endnote-6) | Kliknutím zadáte text. |

# PERSON OBLIGED FROM the REGISTERED RIGHT

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| * 1. **OBLIGED PERSON**
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| Trade name / Title, Name and Surname | Kliknutím zadáte text. |
| Registered office / permanent address[[7]](#endnote-7) | Kliknutím zadáte text. |
| The address of the actual place of business, if different from the registered office address | Kliknutím zadáte text. |
| Company ID/FRN/NIČ/Birth Number | Kliknutím zadáte text. |
| Tax ID[[8]](#endnote-8) | Select item Kliknutím zadáte text. |
| VAT ID[[9]](#endnote-9) | Select item Kliknutím zadáte text. |
| * + 1. **SJC shares of the obliged person that are subject to the registered right**
 |
| Business name of an issuer | Kliknutím zadáte text. |
| Registered office of an issuer | Kliknutím zadáte text. |
| Address of the actual place of business, if different from the registered office address | Kliknutím zadáte text. |
| Company ID of an issuer | Kliknutím zadáte text. |
| ISIN | Kliknutím zadáte text. |
| Type of shares | Kliknutím zadáte text. |
| Nominal Value | Kliknutím zadáte text. |
| Shares – qty of units | Kliknutím zadáte text. |
| Issue date of the issue | Kliknutím zadáte text. |
| Account No.[[10]](#endnote-10) | Kliknutím zadáte text. |

# VALIDITY PERIOD OF REGISTERED RIGHT

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| 1. **Filled in in case of ESTABLISHMENT of the right**
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| Registered right is established [[11]](#endnote-11) | Select option Kliknutím zadáte text. |

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| 1. **Filled in in case of DELETION of the right**
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| Registered right expired on | Kliknutím zadáte text. |
| Legal reason for termination of the registered right[[12]](#endnote-12) | Kliknutím zadáte text.  |

# ADDITIONAL DATA

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| 1. **Processing of instruction[[13]](#endnote-13)**
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| [ ]  **The client hereby requests processing of instruction within the order and within the time limit under article 8 of Part I. of the Rules of Operation of CDCP.** | CDCP processes the requests for services and other submissions within order they have been submitted by the clients. CDCP shall process delivered request for service or other submission **in 15 working days from the delivery date.** CDCP does not asses or process the instruction and attached documents on the day when submitted. |
| [ ]  **The client hereby requests priority processing of the instruction.** | CDCP shall process the instruction and the attached documents on a priority basis **within 2 working days from the date of receipt of the instruction**, if the client also pays surcharge for priority processing of the service request according the CDCP Scale of Fees immediately upon submission of the instruction. In the event that the priority processing results in priority execution of the requested service, CDCP shall charge the client, in addition to the standard fee for requested service, a 100% surcharge for priority execution of the service according to the CDCP Scale of Fees. CDCP shall not assess and process the instruction and attached documents on the day of their receipt. |

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| 1. **Method of delivery, payment of fees and takeover of service output**
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| If the client delivers the request in person to a CDCP operating office: | The Client shall pay fee for submitting an instruction at the CDCP’s cash desk when the instruction is placed. The Client shall pay the service execution fee at the CDCP cash desk upon personal receipt of the service output. |
| If the client delivers the request to the CDCP by mail: | The Client is required to provide an **email address** to send an advance invoice for payment of the fee for instruction submission and the Service Execution Fee: Kliknutím zadáte text.CDCP will send the advance invoice to the client for payment to the email address above. Only after the invoiced amount has been credited to CDCP's account, will the service be processed or the service performed and the output mailed to the client at their registered/permanent residence address.  |

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| 1. **Attached documents**
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| Number of attached documents | Kliknutím zadáte text. |
| List of attached documents | Kliknutím zadáte text. |

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| 1. **Notes**
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| Kliknutím zadáte text. |

# DECLARATIONS AND CONSENT OF THE CLIENT

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| * By signing this form, the client declares and at the same time is liable for the data in this form to be complete, true and correct.
* By signing this form, the client declares that he/she has read the Rules of Operation and the Schedule of fees of Centrálny depozitár cenných papierov SR, a.s. and that he/she agrees to follow their provisions.
* By signing this form, the client acknowledges that Centrálny depozitár cenných papierov SR, a.s. will process his/her personal data in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC and with Act No. 18/2018 Coll. On protection of personal data and on amendments and supplements to some acts. More information on processing of personal data of client are published on the internet page www.cdcp.sk in section Personal data security: **https://www.cdcp.sk/en/personal-data-security/**
* By signing this form the client acknowledges that Centrálny depozitár cenných papierov SR, a.s. as an obliged person pursuant to article 5, section 1 (b)(1.) of the Act No.297/2008 Coll. has the obligation to process personal data for the purpose of prevention and detection of legalization of proceeds of criminal activity and terrorist financing, and that, at the same time, it is authorised for the purpose of customer due diligence and for the purpose of detection of unusual business operations pursuant to article 14 of the Act No.297/2008 Coll., even without the consent of the persons concerned, to identify, obtain, record, retain, use and otherwise process personal data and other data within the scope pursuant to article 10(1), article 11(3) and articles 12(1) and (2) of the Act No.297/2008 Coll.; while doing so, Centrálny depozitár cenných papierov SR, a.s. is entitled to obtain personal data necessary for reaching the purpose of processing by copying, scanning or other recording of official documents to information carrier and to process birth numbers and other data and documents without the consent of person concerned within the scope pursuant to article 10(1), article 11(3) and article 12(1) and (2) of the Act No.297/2008 Coll.
 |

**Date** Kliknutím zadáte text. **Bratislava, on**

**Client´s signature CDCP stamp and signature of CDCP employee**

***Name and surname:*** *Kliknutím zadáte text.*

***Telephone/email:*** *Kliknutím zadáte text.*

**Client confirms receipt of the service output at the registered office of CDCP on.............**

**Client´s signature**

***Name and surname:*** *Kliknutím zadáte text.*

***INFORMATION FOR THE CLIENT:***

*Placement of requests and instructions for services and their required attachments is governed by the Rules of Operation of Centrálny depozitár cenných papierov SR, a.s. (further only „the Rules of Operation“).*

*It is possible to place the form duly filled in compliance with explanations included therein in* ***person*** *in the seat of CDCP, or* ***by mail*** *to the address of the CDCP’s registered office, unless the Rules of Operation states differently.*

***Signature of the client (of persons authorised to act on behalf of the client) must be verified if the instruction is sent via post to CDCP address.***

*CDCP shall charge a fee for placement of an instruction in accordance with the applicable CDCP Scale of Fees, regardless of the method of processing the instruction.*

*Provision of service in question od* ***charged*** *according to the Scale of Fees of CDCP.*

*This form can be signed on behalf of the client –* ***legal person*** *by representatives of the statutory body in compliance with a form of acting stipulated in the Companies Register or other records set by the regulation in which the client – legal person is registered (further only „official register“) OR by a person authorised to sign this form on behalf of the client – legal person on basis of the valid Power of Attorney. The client shall demonstrate the authorisation to act on behalf of a client – legal person, or to sign this form in compliance with the Rules of Operation as follows:*

*in case the form is signed by representatives of the* ***statutory body*** *of the client – legal person, it is necessary to submit to CDCP also the original or certified copy of excerpt from the Companies Register in which the client is registered as a legal person, that is not older than* ***3 months*** *(in case of a foreign legal person not older than* ***6 months****) on the day when representatives of the statutory body signed the form and also on the day when this service is provided,*

*in case the form is signed by an* ***authorised person****, it is necessary to submit to CDCP also the original or a certified copy of the Power of Attorney with officially certified signature of a donor of the power and the original or a certified copy of an excerpt from the Companies Register in which the client is registered as a legal person, that is not older than* ***3 months*** *(in case of a foreign legal person not older than* ***6 months****) on the day when representatives of the statutory body signed the Power of Attorney and on the day when this form is signed.*

*This form may be signed on behalf of a client -* ***natural person*** *by*

*directly by that natural person OR*

*a person authorised to sign this form on behalf of the client-natural person, on the basis of a valid power of attorney. In this case, the original or an officially certified copy of the power of attorney with the officially certified signature of the principal must also be submitted to the CDCP.*

*The client is obliged to attach this form with all documents required according to the Rules of Operation and relevant regulations.*

***The attached document, in addition to mentioned above, include especially the following:***

*in the case of registration of the creation of a right - a written confirmation of the content of the shareholders' agreement establishing the registered right, with the officially certified signatures of both the entitled and the obliged*

*in the case of registration of the creation of a right, the issuer's consent to the creation of the right (with the issuer's certified signature) in the event that the transferability of the shares in question is restricted/excluded*

*in the case of registration of the cancellation of a right, if the instruction is submitted by the obliged person - a written confirmation issued by the entitled person or another document proving the extinction of the registered right*

*Documents issued by an authority/office of a foreign state as well as the legalisation of signatures (i.e. the certification of the authenticity of the signature) and the vidimation of documents (i.e. the certification of a copy of the document) which have been drawn up abroad must also be accompanied by the relevant verification clauses (within the meaning of international treaties, the Hague Convention on the Abolition of the Requirement of a Higher Attestation of Foreign Authentication of Authentic Instruments, or the super-legalization procedures).*

***All documents submitted must always be originals or certified copies. A legalisation or vidimation clause, deed, Apostille or super-legalisation clause issued in a language other than Slovak or Czech must be officially translated into Slovak by a Slovak official translator.***

**Explanatory notes:**

1. Select option. [↑](#endnote-ref-1)
2. Select option. [↑](#endnote-ref-2)
3. Fill in the address – street, number of building, postal code, town, country. [↑](#endnote-ref-3)
4. Select option [↑](#endnote-ref-4)
5. Select option [↑](#endnote-ref-5)
6. Provide number of owner’s account in which are respective book-entry securities registered. [↑](#endnote-ref-6)
7. Fill in the address – street, number of building, postal code, town, country. [↑](#endnote-ref-7)
8. Select option. [↑](#endnote-ref-8)
9. Select option. [↑](#endnote-ref-9)
10. Provide number of owner’s account in which are respective book-entry securities registered. [↑](#endnote-ref-10)
11. Select option and, if the case, add specific information. [↑](#endnote-ref-11)
12. State on what statutory grounds the registered right ceased to exist. [↑](#endnote-ref-12)
13. Mark one of the options with a cross. If the client does not mark either option, CDCP will process the instruction in the order and within the time limit set in Article 8 of Part I of the CDCP’s Rules of Operation. [↑](#endnote-ref-13)