

TO : Members and Custodians of the Cyprus Stock Exchange
FROM : Acting General Manager of the Cyprus Stock Exchange
SUBJECT : **CSE Central Securities Depository/Central Registry procedures**
DATE : 22 December, 2020
CIRCULAR No. : **22-2020 – 15 - 2020**

Sirs,

Further to previous circulars on the procedures applied to the Central Securities Depository/Central Registry (OAM) and in the context of the CSE's ongoing effort to improve the procedures followed by the Central Securities Depository Service as well as in order to respond promptly to requests regarding **the change of name of legal entities incorporated in Cyprus and registered with the Cyprus Registrar of Companies**, please note the following:

1. The name change request may be sent either by submitting Form 8 «Application for Changing the Details of an Investor's Share Account and Securities Account», or in writing, by letter, from a company's representative without having to verify the signature or producing representation documents.
2. A main requirement is for the request to be accompanied by a copy of the certificate of change of name issued by the Registrar of Companies stating the legal entity's registration number as well as both former and new names.
3. Before proceeding to any change in the legal entity's name in the share account kept with the Central Securities Depository/Central Registry, the Service will confirm through the Registrar of Companies' website that the information stated in the request through either Form 8 or the written request, is the same as that on the Registrar's website (i.e. new name and that the person signing the request acts as Director).
4. Upon confirmation thereof, the change requested will be registered.

We remain at your disposal for any clarifications/information you may request.

Thanking you in advance.

Yours,

Nicos Trypatsas
Acting General Manager