**STAMPING SERVICES / SALE OF REVENUE STAMPS BY CSE**

As from 1st of November 2010, the CSE has been designated as an official representative for the sale of revenue stamps by the Inland Revenue Department (IRD).

 According to the Stamp Duty Law (Article 4) any contract regarding assets located within the Cyprus borders or any matter that will take place within the boundaries of the Republic of Cyprus, irrespective of the place of incorporation of these contracts is subject to stamp duty.

Particularly, the Cyprus Stock Exchange stamping services are only applicable to contracts related to its members and issuers.

The stamping procedure as well as the sale of revenue stamps is provided by the CSE effective immediately and it is offered between the hours 08:00 – 14:30 and 15:00 – 18:00 during the winter period and between the hours 08:00 – 14:30 and 15:00 – 17:00 during the summer period, during all working days.

**Charges for the stamps:**

* The charge for a contract and any document embodying a contract in which there is no reference of a price and there is no other charge or reference for a stamp, the charge is €35.00. Guarantee bills or bonds and leases are stamped with the same rates as applicable to contracts.
* The charges on contracts and any related documents embodying a contract refer to a specific amount in accordance with "the Stamp Duty Act of 1963 (Ar.218) Regulations with effect under the provisions of Articles 60 and 62". The following charges apply:

(a) Free for contracts with a value of up to €5000

(b) 1.5‰ for amounts up to €170.000.00

(c) 2‰ per additional €1000 for contracts in excess of €170.000.00, with a maximum fee of €20.000.00.

* In case where documents are stamped after 30 days from the issue or completion of the agreement, a fine in accordance with the provisions of Article 20 of the Stamp Duty Act, is imposed by the Stamp Registrar Officer or an authorized representative.

**Types of documents subject to stamping:**

**Type of Document**

Letters of Guarantee €3,42

Letters of Credit €1,71

Receipts for amounts from € 3,42 € 34,17 €0,03

Receipts for amounts over € 34,17 €0,07

Customs and tariff documents €17,09/€34,17

Bills of lading €3,42

Exchange rate transactions €0,85

General Power of Attorney €6,00

Special Power of Attorney €2,00

Certified copies of contracts and documents €2,00

Wills €17,09

Document for the administration of the estate of a deceased €8,54