

Dear Sir/Madam,

## **UPDATING OF IDENTITY AND FINANCIAL PROFILE INFORMATION**

We are contacting you to inform you of the need to update your details and your financial profile, with the aim of facilitating communication between us and to comply with our relevant legal/regulatory obligations.

The updating of your identity information and financial profile is carried out on the basis of the Preventing and Combating Money Laundering Law of 2007 (188(I)/2007) and the relevant Directive of the Central Bank of Cyprus, as amended from time to time as well as the legislative framework governing personal data, which governs the operations of the Κυπριακή Εταιρεία Διαχείρισης Περιουσιακών Στοιχείων Λίμιτεδ (translated as Cyprus Asset Management Company Ltd). We would like to remind you that Κυπριακή Εταιρεία Διαχείρισης Περιουσιακών Στοιχείων Λίμιτεδ (translated as Cyprus Asset Management Company Ltd) is the controller of your personal data for the purposes of the General Data Protection Regulation.

In view of the above, please submit the attached "Legal Entity Update Form" completed and signed as well as copies of the necessary supporting documents/information as specified in the Schedule below, within 10 days.

Please note that an Update Letter and Update Form has been sent to the members of the Church Committee and account managers. Please make sure that you update the data regarding the above persons. In case the above persons have not received an Update Letter as well as an Update Form, please find the aforementioned forms at the link: [Client Information Collection - Κ.Ε.ΔΙ.Π.Ε.Σ. \(kedipes.com.cy\)](http://kedipes.com.cy).

It is important that the information we hold about you is current, complete, accurate and correct so that : (i) you receive timely knowledge of important matters concerning yourself in relation to your loan obligations, and (ii) they are assessed for purposes of implementing Schemes/Campaigns that are in effect today and/or in the future and may concern you.

For your convenience, the required supporting documents/data can be sent in the following ways:

- By e-mail at: [clientinformation@kedipes.com.cy](mailto:clientinformation@kedipes.com.cy)
- By facsimile (fax) at: 22744801
- By post to the address: Υπόψη Ομάδας Επικαιροποίησης ΚΕΔΙΠΕΣ, 8, Grigori Afxentiou, 1096, Nicosia / P.O.24537,1389, Nicosia (As written in the enclosed envelope)
- By hand at the addresses of the District Service Centres:
  - o Nicosia: 7, Grigori Afxentiou, 1096 Nicosia
  - o Limassol: 16, Patr. Ierousalim , 4192 Ypsonas
  - o Larnaca: 5 Georgiou Christodoulidi Avenue, 6041 Larnaca
  - o Paralimni: 4 Griva Digeni, 5281
  - o Paphos: 4 Minoos, 8041

For your best support and guidance, any questions can be sent to the email address [clientinformation@kedipes.com.cy](mailto:clientinformation@kedipes.com.cy) or you can contact us by phone at 22744800.

Thank you for your cooperation and we remain at your disposal for any additional clarifications.

Yours sincerely,

Κυπριακή Εταιρεία Διαχείρισης Περιουσιακών Στοιχείων Λίμιτεδ (translated as Cyprus Asset Management Company Ltd)



#### SCHEDULE

1.	Certificate regarding the Chairman and the members of the Ecclesiastical Committee, issued by the relevant Diocese or Archdiocese.
2.	Excerpts of the Decision (Order) concerning the persons who will sign on behalf of the Ecclesiastical Committee issued by the relevant Diocese or Archdiocese
3.	A recent (not older than 3 months) utility bill (e.g. electricity, water) of the Holy Church / Christian Association. Bills bearing a PO Box accounts as well as mobile phone bills are not accepted.