

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 done 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 Chairman, Vice-Chairman and Secretary of the Board of Directors 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 said 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
- 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 at 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 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.	The latest legalization documents in force (Memorandum and Articles of Association).
2.	A true copy of the certificate of registration and/or its compliance with the provisions of Law 104(I)/2017, issued by the Ministry of Interior or by the relevant District Administration.
3.	A statement containing the details of the Members of the Board of Directors issued by a competent authority.
4.	A recent (not older than 3 months) utility bill (e.g. electricity, water) of the Association / Club / Foundation. Bills bearing a PO Box accounts as well as mobile phone bills are not accepted.
5.	Recent minutes of the decision the Board of Directors of the of the Association / Union / Club / Foundation, duly sealed and signed, providing the necessary authorization to the persons handling the account.
6.	Audited financial statements for the last three (3) financial years. Where audited financial statements for the most recent year are not available, please provide unaudited financial statements including a profit and loss, balance sheet and cash flow statement.