**ANNEX IV**

**Notification template for the exchange of information in relation to passport applications by e-money institutions using distributors**

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|  | **Information to be provided by Applicant** | **Response Provided by Applicant** |
| 1) | Home Member State |  |
| 2) | Host Member State in which e-money services are to be provided |  |
| 3) | Name of the competent authority of the Home Member State |  |
| 4) | Date of receipt by the competent authority of the Home Member State of the complete and accurate application from the e-money institution | DD/MM/YY |
| 5) | Type of application | First application  Change to previous application  Additional distributors  Distributor deactivation |
| 6) | Nature of the application | Right of establishment  Freedom to provide services, based on the following circumstances:  ………. |
| 7) | Name of the e-money institution |  |
| 8) | Head office address of the e-money institution |  |
| 9) | Unique identification number of the e-money institution in the format of the Home Member State as specified in Annex I of the RTS (where applicable) |  |
| 10) | Legal Entity Identifier (LEI) of the e-money institution (where available) |  |
| 11) | Home Member State authorisation number of the e-money institution (where applicable) |  |
| 12) | Contact person within the e-money institution |  |
| 13) | Email of the contact person within the e-money institution |  |
| 14) | Telephone number of the contact person within the e-money institution |  |
| 15) | Distributor details:  a. **If legal person**:   1. Name 2. Registered Address(es) 3. Unique identification number in the format of the Member State where the distributor is located as specified in Annex I of the RTS (where applicable) 4. Legal Entity Identifier (LEI) of the distributor (where available) 5. Telephone number 6. Email 7. Name, place and date of birth of legal representatives   b. **If natural person**:   1. Name 2. Registered Business Address(es) 3. Unique identification number in the format of the Member State where the distributor is located as specified in Annex I of the RTS (where applicable) 4. Legal Entity Identifier (LEI) of the distributor (where available) 5. Telephone number 6. Email |  |
| 16) | |  |  | | --- | --- | | Electronic money services to be provided by the distributor |  | | Distribution  Redemption of electronic money |
| 17) | Description of the internal control mechanisms that will be used by the e-money institution/distributor in order to comply with the obligations in relation to the prevention of money laundering and terrorist financing under the relevant Irish and EU legislation. |  |
| 18) | In case of outsourcing of operational functions of e-money services:   1. Name and address of the entity to which operational functions are to be outsourced 2. b. Contact details (email and telephone number) of a contact person within the entity to which operational functions are to be outsourced 3. Type and exhaustive description of the operational functions outsourced |  |