

# **CSD Prague issues pre-LEIs**

**Forms of providing services and fees**

**November 2014**

## **CSD Prague issues Legal Entity Identifiers (pre-LEIs)**

Centrální depozitář cenných papírů, a.s. (CSD Prague) is acting as a local operator (pre-LOU) and assigns Legal Entity Identifiers (pre-LEI) to legal entities to allow them to use the assigned identifier in accordance with the new European regulation (EMIR) and also for other purposes associated with the unique identification of legal entities.

CSD Prague issues pre-LEIs online at [www.cdcp.cz](http://www.cdcp.cz) and assigns pre-LEI to authorized entities within a several days following the payment of the fee.

There are no territorial limitations and CSD Prague as a pre-LOU can assign pre-LEI to legal entities from all countries in the world.

## **Assignment of LEI (Pre-LEI)**

In accordance with the recommendations, the CSD assigns LEI (pre-LEI) especially based on users' registration, which will guarantee the simple and quick processing of applicants. Authorized persons (employees of the companies in question) are able to apply for LEI (pre-LEI) using an electronic form in English or in Czech which is available from the public section of the CSD website <http://www.cdcp.cz/index.php/en/lei-pre-lei-legal-entity-identifier/lei-assignment> . The authorized person will complete all mandatory fields, plus any other optional details, if applicable.

Immediately after the completed form is successfully sent, the authorized person will be e-mailed instructions for the payment of the fee for the assignment of LEI, including a unique variable code. After the automatic check and the payment of the fee, an employee of the CSD Prague will check whether the data correspond to the publicly available information (especially as regards foreign entities) and whether other optional items are relevant. Subsequently, the CSD system generates LEI (pre-LEI) in accordance with ISO 17442, and the assigned LEI (Pre-LEI) will automatically be e-mailed to the authorized person together with the corresponding invoice.

## **Renewal of LEI (pre-LEI)**

CSD Prague sends e-mail with payment instruction of the annual fee 4 weeks before the expiration of LEI. In case that the fee will not be paid pre-LEI will be lapsed and it will not be possible to use it for reporting.

## **Fees for the assignment and maintenance of LEI (pre-LEI)**

The service of LEI (pre-LEI) assignment and record keeping is a non-profit activity and the aim is only to cover the cost of the operation and implementation. LOU (pre-LOU) is entitled to charge a fee for the assignment of LEI plus every year a fee for the renewal of LEI (annual maintenance fee).

### **CSD Prague fees:**

Fee for assignment:	EUR 70 (CZK 1 875)
Annual maintenance fee:	EUR 50 (CZK 1 375)
Change in data or transfer of LEI (pre-LEI):	free

These fees are inclusive of the LEI license fee 20 USD which is passed onto the Global LEI Foundation (GLEIF). In case that the fee will not be paid this pre-LEI will be lapsed and it will not be possible to use it for reporting.

## **Keeping records relating to LEI (Pre-LEI)**

The CSD publishes a database of all authorized entities for which it keeps records of LEI (Pre-LEI), free of charge, in the publicly accessible section of its website, without restricting access to this information in any way. The database is also available for download in the xml format.

## **Other services**

The CSD offers other services relating to the management and assignment of LEI (pre-LEI). Legal entities which have already been assigned LEI are able to request a free correction/update of the maintained data. Obviously, each change will need to be adequately documented. Upon the commencement of activities, the authorized person will contact the CSD Prague via e-mail [lei@pse.cz](mailto:lei@pse.cz)

Furthermore, it is possible to transfer the keeping of LEI (pre-LEI) from another LOU (pre-LOU) to the CSD Prague and vice versa, upon the authorized person's request. LEI (pre-LEI) transferred to the domain of the CSD will never be changed and all data will be preserved.

Thus, entities which have already been assigned pre-LEI by a foreign pre-LOU may at any time in the future apply for the transfer of their data to the CSD.

In case of any questions, please contact us via [lei@pse.cz](mailto:lei@pse.cz)