



CSD FIN MI CUG

Subscription guideline for a participant

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IMPORTANT

SWIFT refers herein to S.W.I.F.T. SCRL, having its registered address at avenue Adèle 1, 1310 La Hulpe, in Belgium.

When finalised and agreed by both parties, this document will, upon the placing of an e-order on SWIFT.com, form part, together with SWIFT Consulting Terms and Conditions, of the overall agreement between the parties.



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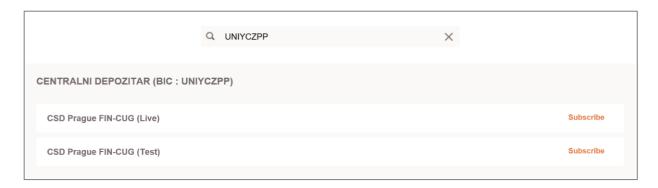
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1- How to subscribe to CSD FIN-CUG at SWIFT as Bank Institution?

Main steps to join to the Service

- a) Go to SWIFT Web page www.swift.com
- b) From main page select « Ordering & Support »
- c) From «Ordering & Support » page, select "Ordering"
- d) From «Ordering» page, select "Order, Products & Services"
- e) From "Order, Products & Services", select "All"
- f) From "All", select the letter "M"
- g) Select Market Infrastructure
- h) In the search field, please, enter UNIYCZPP



From here you can start the registration to test (UAT) and live services

i) Shortcut to reach test and live services

CSD Prague FIN-CUG (UNIYCZPP)		
CSD Prague FIN-CUG (Test)	<u>Subscribe</u>	
CSD Prague FIN-CUG (Live)	<u>Subscribe</u>	

Don't forget that you have to joint test and live separately.



2- Subscription steps?

2.1 Pre-requisite

To do the registration you must have a swift.com account with the correct profile (i.e. "Order products & services" permission on swift.com assigned to swift.com account).

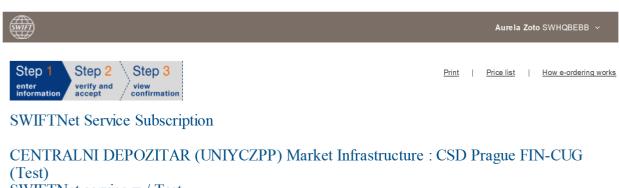
If you don't have an account or you don't know if you are authorised to place orders, we invite you to contact your swift.com Administrator.

2.2 Registration to the Test service



Hereafter, you will find an example on how to complete the form.

- When you select the test subscription link, the system invites you to enter your account and password.
- As soon as it is done, you can see the registration form



SWIFTNet service = / Test

Enter the requested information.

The orange arrow icon ▶ indicates mandatory fields

Please use this form to manage a subscription to a SWIFTNet Service under the conditions of the SWIFTNet Service Description

How to fill the form?

Points of attention:

Orange arrow he means that this filed must be filled in

Please use default values excepted when it is explained differently on this document.



Customer Information

This section is prefilled with data related to BIC code



Consulting Services and Training Options

This section gives you the possibility to request assistance from SWIFT Training and/or Consulting. Tick the box if you want to be contacted by SWIFT.



Order information

Question 3.01: please enter the reference that SWIFT has to use on the bill related to this Service.



Institution that you order for

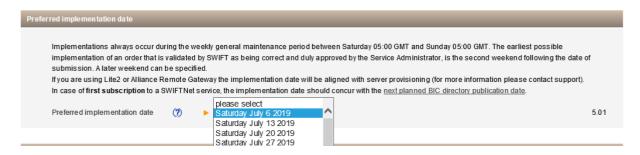
This field displays by default the BIC8 of the institution of which you are a registered user. However, if you are ordering on behalf of another customer you must select their BIC8 from the list.





Preferred implementation date

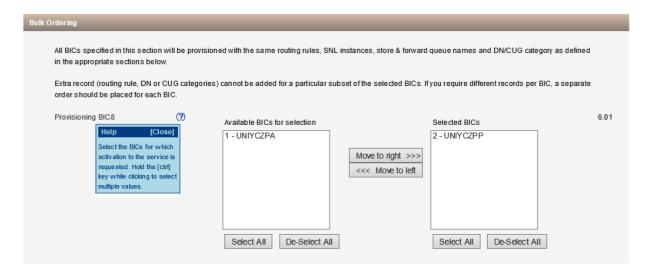
We invite you to take contact with UNIYCZPP to agree on an activation date



Bulk Ordering

For all institution with more than one BIC (under the prime BIC), this invite will be presented. The institution has the possibility to register more than one BIC to the service.

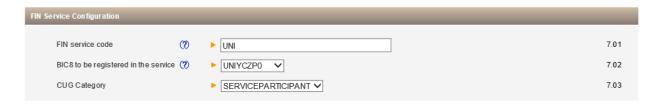
The recommendation is to take the same BIC as selected on point 4.01



FIN Service Configuration

I invite you to keep the information presented by default.

On point 7.02, the Test&Training destination of the BIC selected on point 4.01 has to be selected in the drop-down list.



Forms validation and submission

As next step, you have the validation of the form by selecting the continue button.

If everything is ok the system invites you to confirm your request.



Use of this ordering service is subject to the <u>SWIFT Ordering Service - Terms and Conditions</u>. SWIFT will process any personal data you provide according to the <u>SWIFT Privacy Statement</u>. The provision and use of the ordered service or product above are subject to the <u>SWIFT General Terms and Conditions</u>.



Confirmation

When the submission is done, SWIFT sends you back a confirmation email with reference order. Please be sure that you received both confirmations.





2.3 Registration to the live service

CSD Prague FIN-CUG (Live)	<u>Subscribe</u>
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The Live registration process is exactly the same as for the Test service.

Points of attention

On point 7.02, you have to select the live BIC, same as choice on 4.01

