

## Registry API Guidance – Check Submission Status

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| Version | Date          | Change                         |
|---------|---------------|--------------------------------|
| V1.0    | 01 March 2021 | Document published             |
| V1.1    | 10 March 2021 | Added Status code descriptions |
|         |               |                                |
|         |               |                                |

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## 1 Introduction

### 1.1 Service overview

The Check Submission Status service allows regulated service providers to check the current processing status of submissions that they have already made via the API.

This service can be used to check the submission statuses for any of the following corporate and legal entity types:

1. Company
2. Partnerships (LP, LLP, ILP, SLP)
3. Foundations
4. LLCs (when the product law comes into force)

### 1.2 Related API Services

It is anticipated that you will need to reference the following related API services to issue requests to this service.

| # | API Service          | Related Usage                                                                                                                                                                                                                   |
|---|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | GetEntityInformation | This service returns the current information (public and private) that the JFSC holds on record for a registered entity. This service can be called for entities for which you are a nominated person.                          |
| 2 | GetCountries         | This is a reference data look-up service that returns ISO codes for 'Nationality' and 'CountryOfRegistration' can be retrieved via the 'GetCountries' service which returns ISO 3166-1 codes in alpha 2 format e.g. JE = Jersey |

### 1.3 Fees

No fees are applicable for this service (accurate as at 1 January 2021).

Please refer to the schedule of fees for Registry services that is published on the JFSC website [www.jerseyfsc.org](http://www.jerseyfsc.org).

### 1.4 Guidance

This document does not provide guidance regarding the new reporting obligations or interpretation of the new Registry Law. This document is not intended to support API users with guidance regarding beneficial ownership or controller interpretation.

API users that require further guidance should refer to the guidance and documentation provided on the JFSC website and on the Collaboration Portal (Zoho).

### 1.5 API Integration guidelines

API integration guidelines are available for download on the Collaboration Portal (Zoho) within the **Files > API Integration Guidelines** section. The API integration guidelines document provides essential security, configuration and integration detail in addition to the application and on boarding process.

If you do not have access to Zoho, you may request access via the [registryAPI@jerseyfsc.org](mailto:registryAPI@jerseyfsc.org) or [registryProgramme@jerseyfsc.org](mailto:registryProgramme@jerseyfsc.org) email address.

## 1.6 Registry API Support

Any questions or clarifications regarding this document should be directed to the Registry API team by email at [registryAPI@jerseyfsc.org](mailto:registryAPI@jerseyfsc.org)

## 2 Intended use

### 2.1 Use case

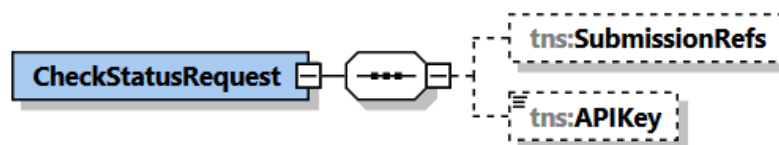
The Check Submission Status service is provided to allow Regulated Service Provider users to check the current status of their API submissions. The user can submit individual or multiple submission reference IDs within a single message request.

### 2.2 Service documentation

A service description is published and maintained for each release at the following location:  
<https://myreg-stg.api.jerseyfsc.org/documentation>

## 3 Service request message

In order to submit a Check Submission Status service call you will need to build up the CheckStatusRequest object. The structure of the request object is provided below:

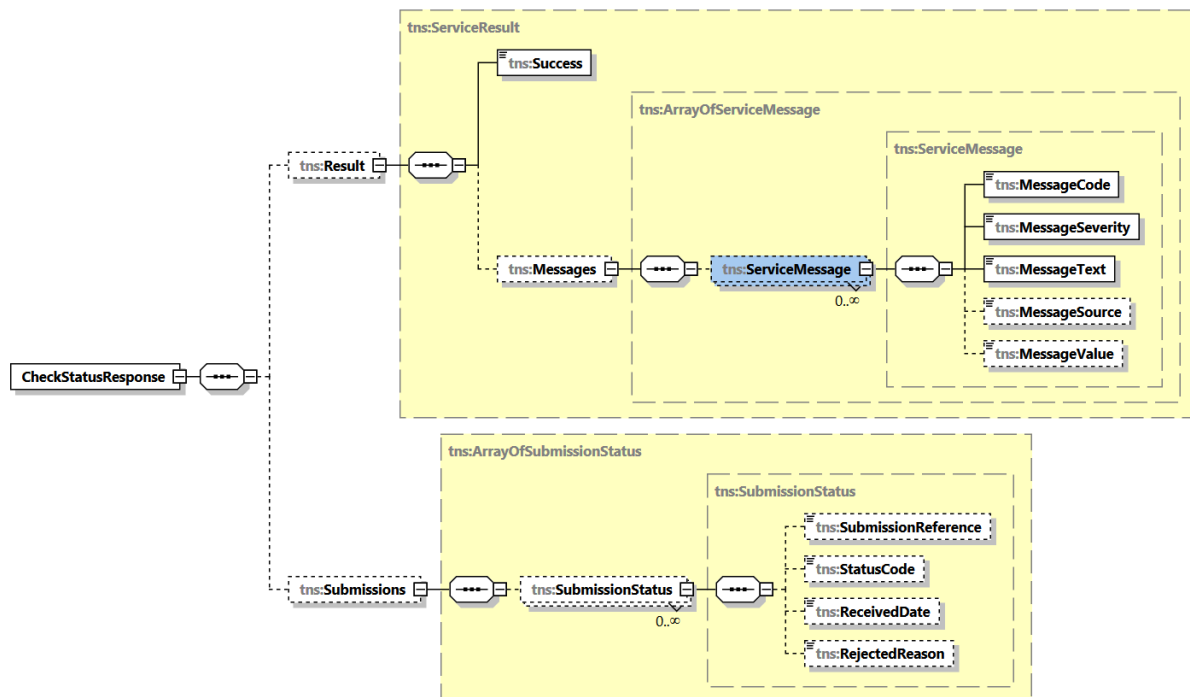


An overview of the individual elements is provided in the following table.

| Element               | Description                                                  | Cardinality                                        |
|-----------------------|--------------------------------------------------------------|----------------------------------------------------|
| <b>SubmissionRefs</b> | A list of unique submission references to be checked.        | At least one submission reference must be provided |
| <b>APIKey</b>         | The API key that is issued to your organisation by the JFSC. | 1 - mandatory                                      |

## 4 Service response message

The service message response to the Check Submission Status request adheres to the following structure.



An overview of the individual elements and the context to the CheckName service request is provided in the following table.

| Element               | Description                                                                                            | Notes                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------|--------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Result</b>         | A result object is synchronously returned for each service call.                                       | N/A                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Success</b>        | Boolean indicator if the service request was successful or not.                                        | N/A                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>ServiceMessage</b> | Service calls that result in an error will return a ServiceMessage object with supporting information. | <p><b>Message Code:</b> Indicates what the message relates to (see section 4.2 for the Message code (error types).</p> <p><b>Message Severity:</b> If the message relates to Information, Warning, or Error etc.</p> <p><b>Message Text:</b> A long version of the error description.</p> <p><b>Message Source:</b> Whether the service call has failed API validation or core business logic validation.</p> |

|                         |                                                                                                          |                                                                 |
|-------------------------|----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
|                         |                                                                                                          | <b>Message Value:</b> A short version of the error description. |
| <b>SubmissionStatus</b> | An array of submission statuses equivalent to the submission references specified in the request message | N/A                                                             |

#### 4.1 SubmissionStatus

The data elements within the SubmissionStatus object are presented as follows:

| Element                    | Description                                                             | Notes                                                                           |
|----------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>SubmissionReference</b> | The submission reference id that uniquely identifies the submission     | N/A                                                                             |
| <b>StatusCode</b>          | The status code description                                             | Valid values: "Submitted", "Re-Submitted", "Registered", "Returned", "Rejected" |
| <b>ReceivedDate</b>        | The date that the submission was received by the Registry               | N/A                                                                             |
| <b>RejectedReason</b>      | For a StatusCode of "Rejected", a reason for this rejection is provided | N/A                                                                             |

The submission status code descriptions are as follows:

| StatusCode          | Description                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>"Submitted"</b>  | <ul style="list-style-type: none"> <li>Submission has been delivered to Registry</li> <li>Submission is pending processing/validation by the Registry team</li> <li>Submission has not been registered on the Register</li> </ul>                                                                                                                                                                                  |
| <b>"Registered"</b> | <ul style="list-style-type: none"> <li>Submission has been processed by the Registry team and successfully passed validation checks</li> <li>Submission has been successfully registered on the Register</li> </ul>                                                                                                                                                                                                |
| <b>"Returned"</b>   | <ul style="list-style-type: none"> <li>Submission has been processed by the Registry team and is in a status of returned, pending further information or clarification</li> <li>The return reasons will be specified in the response message details</li> <li>Submission can be Re-Submitted and is identified by the 'SubmissionReference'</li> <li>Submission has not been registered on the Register</li> </ul> |

|                       |                                                                                                                                                                                                                                                                                                                                         |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>"Re-Submitted"</b> | <ul style="list-style-type: none"> <li>• Submission has been delivered to Registry</li> <li>• Submission is based on a previous Submission identified by the 'SubmissionReference'</li> <li>• Submission is pending processing/validation by the Registry team</li> <li>• Submission has not been registered on the Register</li> </ul> |
| <b>"Rejected"</b>     | <ul style="list-style-type: none"> <li>• Submission has been processed by the Registry team and has been rejected</li> <li>• The Rejected reasons will be specified in the response message details</li> <li>• A Rejected submission may not be Re-submitted</li> <li>• Submission has not been registered on the Register</li> </ul>   |

#### 4.2 Message Code (error types)

- NoPresenterSurnameProvided
- NoPresenterFirstnameProvided
- NoPresenterEmailAddressProvided
- NoEntityNumberProvided
- InternalAPIError
- ActivitySectionRequired (Static API Validation only)
- RiskSectionRequired (Static API Validation only)
- InvalidReserveNameNumber (Static API Validation only)
- InvalidSubmissionReferenceNumber
- SubmissionValidationError
- InvalidApiKey
- EntityNotInPortfolio
- FunctionNotAvailable (Temporarily used when functions are closed but still listed on the WSDL e.g. File upload, Amend Nominated Person, Company Incorporation)
- SubmissionNotMadeByCustomer

The most common error returned to users will be the "Submission Validation Error" which reflects that the service call has failed business logic validation. The message will be further elaborated in the message text. These are the same validation business rules that are applied in the myRegistry portal.