



Jersey Financial Services Commission Registry

Application to request regulated service provider access to myRegistry

This application form is made available to regulated service providers (trust company and funds services businesses) to apply for an account on the myRegistry portal.

Points to note when completing this form

1. This application form must be completed and submitted by an authorised representative of your organisation.
2. Terms of use are provided for myRegistry and the Registry API channel. By returning this application you agree to procure that your staff users comply with the attached terms and conditions. You are responsible for ensuring that all persons who access the JFSC Registry API through your internet connection, or otherwise on your behalf, are aware of the JFSC myRegistry API Terms of Use, and that they comply with them.
3. It is important that you instruct staff to not register their own myRegistry account. A lead administrator should issue all staff user accounts. If staff self-register a myRegistry account using their work email address, it will prevent the lead administrator from adding the user under your organisation within myRegistry.
4. A draft list of entities has been provided to your organisation. The provided list details the entities and limited partnerships that are currently associated with you as a service provider. You are requested to review and provide a final list of entities for which you will act as a nominated person under the Financial Services (Disclosure and Provision of Information (Jersey) Law 2020 and a final list of limited partnerships (if any) for which you will administer.

Where do I send the completed form?

The new system will be launched on the 6 January 2021 to coincide with the new law. In order to receive access for the 6 January, you must complete and return this application form by 16 December 2020. A signed and scanned copy of this completed form must be sent to our programme team via registryprogramme@jerseyfsc.org

Part A. Nominated person details

All nominated person appointments that are submitted to the JFSC will be associated with the regulated entity that is identified by the following information.

Registered number		Type of entity	
Registered name			
Registered address			

Part B. Lead administrator details

The lead administrator is the first myRegistry account that will be issued to your organisation. A lead administrator can add additional administrators and staff users.

First name		Surname	
Email address		Telephone number	
Position in organisation			

Part C. Supporting information

The following information is optional and is requested so that we can prepare and tailor our support to you during the launch and transition to the new myRegistry system.

- Estimated number of staff user accounts that will be initially created in myRegistry
- Estimated number of lead administrators that will be created
- Estimated number of entities for which you will be appointed as a nominated person at the launch of myRegistry
- Estimated total number of significant persons (directors, secretaries etc.) that you expect to file centrally with the JFSC related to the entities for which you will act as a nominated person

Part D. Registry API channel

Do you want access to integrate with the Registry API channel?

☐ Yes

☐ No

If **No**, proceed to Part E.

The applicant is responsible for ensuring that all persons who access the JFSC Registry APIs through your internet connection, or otherwise on your behalf, are aware of the JFSC myRegistry API Terms of Use, and that they comply with them.

What is your target date of integration with the Registry API channel?

Please provide the name and contact details of the individual that we should contact to provide support for API Integration.

First name

Surname

Email address

Telephone number

Position in
organisation

Part E. Declaration

First name

Surname

Email address

Telephone number

Position in
organisation

I am an authorised signatory of the applicant,

- 1) a person registered under Part 2 of the Financial Services (Jersey) Law 1998[21] to carry on trust company business that involves the provision of a service -
 - (i) to act as or arrange for another person to act as secretary, alternate, assistant or deputy secretary of a company or a limited liability partnership, or
 - (ii) to provide a registered office or business address for a company, partnership or foundation;
- 2) a fund services business construed in accordance with Article 2(10) of the Financial Services (Jersey) Law 1998;

To the best of my knowledge and belief the information included in this application form and supporting documentation is true, complete and correct on the date that it is provided, and I am aware of the penalties contained in the Financial Services (Disclosure and Provision of Information) (Jersey) Law 2020 for providing false or misleading information and that false or misleading information will invalidate any consent given to use the JFSC myRegistry system and may result in immediate withdrawal of use at the discretion of the JFSC.

By returning this application I agree to procure that our staff users comply with the attached terms and conditions.

The applicant is authorised to act as nominated person on behalf of each entity or limited partnership named in the attached list/schedule.

Signed

Date