

## BUSINESS PARTNER REGISTRATION / FINANCIAL IDENTIFICATION FORM – JURIDICAL PERSON

General Data	
Name of Entity as per Registration	
Short Name/ Abbreviation	
Legal Form	
Place (City, Country) and Date (dd/mm/yyyy) of Legal Registration	
Main registration number	
VAT Number	
Organisational type (Profit, Non-Profit, NGO, Gov Entities, IOs)	
Contact Person: Last name	
Contact Person: First name	
Industry <sup>1</sup>	
Address	
Postal code	
Country	
E-mail address	
Telephone number	
Bank Data	
Bank Account Holder <sup>2</sup>	
Name of the bank	
Address of the bank	
Postal code	
Country	
IBAN <sup>3</sup> Code and currency	
Bank Account Number and currency (only if IBAN not available)	
SWIFT or BIC <sup>4</sup> Code	
Correspondent Bank Name and SWIFT code (only for non-SEPA countries)	
Data Protection	ICMPD and its contractors process personal data collected in procurement and grants processes for administrative purposes only. If any of this information changes, or to request the contractors' details as well as access, rectification or deletion of personal data please contact your current counterpart in ICMPD.
Name of authorised representative	

Filename: Business Partner Registration Form – Juridicial Person		Distribution: Employees and Suppliers	
Drafted	Approved	Released	Effective from
Alhamad	Moder	Griffin Dass	01/01/2021

Date, Signature of authorised representative & Stamp	
<p><b>Please enter the required data on your computer, print and submit a signed PDF copy together with a copy of the signatory's passport per email to your counterpart in ICMPD or per FAX to 0043 1 504 46 77-2375 and inform ICMPD of any changes immediately.</b></p>	

<sup>1)</sup> Please enter one of the following industries, choosing the most suitable: Expert/Consultancy, Monitoring/Evaluation, Graphic/Layout, Hotel/Conference Facilities, Interpreter/Interpr. Equipment, IT/Telecom, Media/PR, Editor/Proof Reading, Printing, Restaurant/Catering, Translation, Transportation, Other

<sup>2)</sup> Payments shall be made only and directly to the suppliers/beneficiaries. Hence, the supplier/expert name must match with the bank account holder name except if a written legitimate justification is submitted at the same time as the registration form.

<sup>3)</sup> International Bank Account Number. Your bank institution can provide you with the information whether your bank participates in the IBAN Code system and subsequently with your personal IBAN Code.

<sup>4)</sup> A SWIFT/BIC Code is a bank identification number used for international payments and can be obtained for each bank. On the following web page you can search for your bank's SWIFT/BIC Code: <http://www.swift.com/biconline/>

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