**BUSINESS PARTNER REGISTRATION FORM – JuRIdical Person**

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| **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 |  |
| Industry1 |  |
| Address |  |
| Postal code |  |
| Country |  |
| E-mail address |  |
| Telephone number |  |
| **Bank Data** | |
| Bank Account Holder2 |  |
| Name of the bank |  |
| Address of the bank |  |
| Postal code |  |
| Country |  |
| IBAN3 Code and currency |  |
| Bank Account Number and currency  (only if IBAN not available) |  |
| SWIFT or BIC4 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 |  |
| Date, Signature of authorised representative & Stamp |  |
| **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.** | |

**1)** 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

**2)**  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.

**3)** 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.

**4)** 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/>