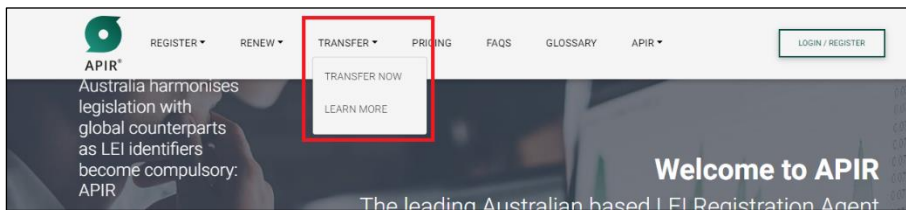




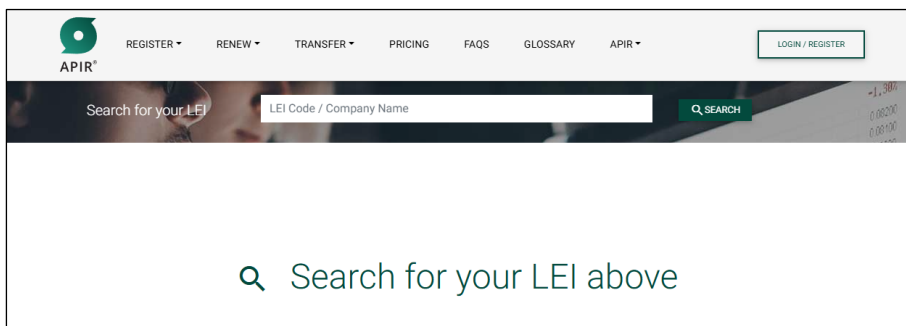
APIR - LEI Transfer Guidelines

Please follow the steps to submit a LEI Transfer request.

- To start your LEI transfer request, go to <https://www.leiaustralia.com.au>
- Hover over 'Transfer' and select 'Transfer Now' from the drop-down
 - Hover over 'LEI Services' then select 'Transfer an Existing LEI'



- Search for the entity by LEI code or company name.
- Select the LEI you wish to transfer, then click on 'Transfer & Renew.'



Found 1 LEI Records

Showing 1 - 1 of 1

Country	Legal Name	LEI	Entity Status	Reg. Status	
	APIR SYSTEMS LIMITED	261700K5E45DJCF5Z735	ACTIVE	ISSUED	TRANSFER & RENEW

STEP 1 – Renewal Period

(If you are already logged in, you will not be asked to provide email address and password)

1. In order to set up your Client Account with APIR, insert your email address and hit the 'CHECK EMAIL ADDRESS' button. APIR will query our database to identify if a user account already exists and the following options will be shown:

a. Existing user

Account Contact Details

Primary Email Address !

Please Note: Our system has identified that there is already an account set-up with APIR using that email address. Please enter your password below or [click here](#) to reset.

Password !

b. New User

Account Contact Details

Primary Email Address !

What is your first name? !

2. Select the number of years for the LEI transfer & renewal (i.e. 1, 3, or 5 years) and hit the 'CONTINUE' button to move to Step 2

Renewal Period

Promo Code

If you have a promo code please enter here and click apply

Transfer & Renew LEI for Multiple Years !

\$109.00 - Transfer & Renewal for 1 year

\$314.00 - Transfer & Renewal + 2 years auto-renewal (\$105.00/year)

\$468.00 - Transfer & Renewal + 4 years auto-renewal (\$94.00/year)

STEP 2 – Level 1 Data - Who is Who

1. Please review the entity information. At the bottom of the page you will be required to agree or disagree that the displayed information is correct.
2. If you select 'I do not agree', you will be able to modify any incorrect fields.

State ⓘ
Western Australia

Postcode ⓘ
[REDACTED]

Do you agree that the above information is correct, and the Legal Entity Reference Data shown above is correct and accurate in all aspects? ⓘ

I agree
 I do not agree

BACK CONTINUE

STEP 3 - Level 2 Data - Who Owns Who

1. Please review Parent and (if applicable) Fund Relationship information. At the bottom of the page you will be required to agree or disagree that the displayed information is correct.
2. If you select 'I do not agree', you will be able to modify any incorrect fields

Level 2 Data - Who Owns Who

Is the entity being registered (Child Entity) owned by another entity (Parent Entity)? YES NO

Parent Entity Exception Reason ⓘ
Natural Persons

Do you agree that the above information is correct and the Legal Entity Reference Data shown above is correct and accurate in all aspects? ⓘ

I agree
 I do not agree

BACK CONTINUE

STEP 4 - Payment

1. To complete the payment, enter the card details and hit the 'PAY' button.

Renewal Fee: \$99
Amount due: \$99.00

Card number
4444 [REDACTED]

VISA [REDACTED] [REDACTED]

Expiry date [REDACTED] [REDACTED] CVV [REDACTED]

BACK PAY

Step 5 Authorisation

1. To finalise the transfer & renewal, you will need to complete a Letter of Authority (LoA). The LoA must be signed by an Authorised Representative (i.e. Director/Trustee/PoA) of the entity.
2. Indicate if you require dual signatories to finalise the letter of authority.

Step 1 Renewal Period Step 2 Level 1 Data Step 3 Level 2 Data Step 4 Payment Step 5 Authorisation

Entity Name: [REDACTED]

To finalise your LEI Transfer you will need an Authorised Representative to sign a Letter of Authorisation (LoA).

Do you require more than one authorised representative to sign the LoA?

YES NO

3. Select the appropriate option from the options provided and complete the signing of the LoA:
 - a. I am authorised to electronically sign for this legal entity using DocuSign.
 - b. I am not authorised, but I'd like to delegate the electronic signing task to an authorised representative of this legal entity using DocuSign.
 - c. I want to print and sign the LoA.

Entity Name: [REDACTED]

To finalise your LEI Transfer you will need an Authorised Representative to sign a Letter of Authorisation (LoA).

Do you require more than one authorised representative to sign the LoA?

YES NO

You must select a method to sign your LoA

I am authorised to electronically sign for this legal entity using DocuSign
 I am not authorised but I'd like to delegate the electronic signing task to an authorised representative of this legal entity using DocuSign
 I want to print and sign the LoA

4. Once the LoA has been signed you will be able to hit the 'SUBMIT' button and the request will be forwarded to APIR for processing.

You must select a method to sign your LoA

I am authorised to electronically sign for this legal entity using DocuSign


I am not authorised but I'd like to delegate the electronic signing task to an authorised representative of this legal entity using DocuSign

I want to print and sign the LoA

First name !

Last name !

Position !

[DOWNLOAD LETTER OF AUTHORISATION](#)  Document.pdf x

[SUBMIT](#)

Following submission, you will receive a confirmation email which will include the receipt for your payment.

If you have any queries or require any assistance, please contact the APIR Client Services team via email lei@apir.com.au or call 02 6176 3440.