

Appendix

Approved by the decision of the
Board of the Central Bank of Armenia
No 280- N of October 7, 2014

**RULES FOR REGISTRATION
OF REPORTING ENTITIES UNDER THE REPUBLIC OF ARMENIA LAW
ON COMBATING MONEY LAUNDERING AND TERRORISM FINANCING**

Chapter 1: General Provisions

1. These Rules shall define the procedure for the registration of reporting entities defined by Clause 4 of Part 1 of Article 3 of the Republic of Armenia Law on Combating Money Laundering and Terrorism Financing (hereinafter referred to as reporting entities) with the Financial Monitoring Center of the Central Bank of the Republic of Armenia (hereinafter referred to as the Financial Monitoring Center).
2. For the reporting entities specified under Part 2 of Article 32 of the Republic of Armenia Law on Combating Money Laundering and Terrorism Financing, the obligation to register shall become effective only upon establishing the requirements for the licensing (appointment, qualification, or otherwise permission of the activities) in the manner established by the law, and for exercising relevant supervision.

Chapter 2: Rules for Reporting Entity to Submit Application

3. The reporting entity shall submit to the Financial Monitoring Center an application for registration, as per Annex 1.
4. The application for registration shall contain only the data, which are applicable to the reporting entity in accordance with the legislation.
5. The application for registration shall be submitted to the Financial Monitoring Center within 1 month after the reporting entity is licensed (appointed, qualified, or otherwise permitted to have activities).
6. The application for registration shall be signed by the reporting entity and verified with the seal of the reporting entity (if any).
7. The application for registration shall be submitted to the Financial Monitoring Center in one of the following ways:
 - 1) Physical delivery to the Central Bank in a closed envelope with the notation "To the Head of the Financial Monitoring Center personally", in which case the application for registration shall be deemed to be submitted to the Financial Monitoring Center upon provision of the receipt of delivery by the Central Bank;
 - 2) Postal delivery to the to the Central Bank in a closed envelope with the notation "To the Head of the Financial Monitoring Center personally", in which case the application for registration shall be deemed to be submitted to the Financial Monitoring Center upon provision of the receipt of order by "Haypost" CJSC. At that, the application for registration should be sent to the postal address of the Central Bank of the Republic of Armenia (6 Vazgen Sargsyan Street, Yerevan 0010, Republic of Armenia);
 - 3) Electronic delivery through the web site of the Central Bank or the CBA Net network, in which case the application for registration shall be deemed to be submitted upon receiving from the Financial Monitoring Center, through available means of communication, a message confirming the delivery of the application.

8. In case of changes or amendments in the data contained in the application for registration, the reporting entity shall send a written notice to the Financial Monitoring Center, as prescribed by Clause 7 of these Rules, within 10 days after such changes or amendments.
9. Reporting entities, which have only one member of the internal monitoring unit, shall within 3 working days after making the decision on dismissing that employee or in other cases of absence (business trip, annual or special leave, temporary disability), but in any event before the submission of the first report, notify the Financial Monitoring Center, as prescribed by Clause 7 of these Rules, about appointing an acting member of the internal monitoring unit.

Chapter 3: Registration of Reporting Entity

10. The reporting entity's obligation to register shall be deemed to be fulfilled upon submission of the application for registration, as per Annex 1, to the Financial Monitoring Center as prescribed by Clause 7 of these Rules.
11. Once the application is received in the Financial Monitoring Center, the reporting entity shall be assigned a registration number.
12. Reporting entities may be assigned registration numbers also upon the initiative of the Financial Monitoring Center, based on information received from official sources (official letters from supervisory bodies, official web site, etc.).
13. A notification, as per Annex 2, shall be sent to the reporting entity, as prescribed by Clause 7 of these Rules, to communicate its registration.

To the Rules for Registration of Reporting Entities
under the Republic of Armenia Law on Combating
Money Laundering and Terrorism Financing

APPLICATION FOR REGISTRATION

To Mr. -----

Head of the Financial Monitoring Center
of the Central Bank of the Republic of Armenia

Hereby I ask you to assign a registration number to -----.
Full name (title) of the reporting entity

Reporting entity data:

Type of activity -----

Domicile -----

Taxpayer identification number -----

State registration number -----

Number of license (advocate's license, qualification certificate) -----

Telephone number-----

E-mail address/ CBA Net address -----

Data on the staff member of the internal monitoring unit or on the responsible employee:

1 _____
First name, last name, middle name, phone, e-mail, signature

2 _____
First name, last name, middle name, phone, e-mail, signature

3 _____
First name, last name, middle name, phone, e-mail, signature

4

First name, last name, middle name, phone, e-mail, signature

Reporting entity

Signature

Yerevan

Place of seal

To the Rules for Registration of Reporting Entities
under the Republic of Armenia Law on Combating
Money Laundering and Terrorism Financing

NOTIFICATION
On assigning a registration number

Please be advised that ----- has been registered with the
Full name (title) of the reporting entity
Financial Monitoring Center of the Central Bank of Armenia as a reporting entity, under the
registration number -----
Registration number

Head of the Financial Monitoring Center
of the Central Bank of the Republic of Armenia

Signature

Yerevan
Place of seal