



LSEG

Pegasus

The online ISIN application system

Step 2: Issuer Details

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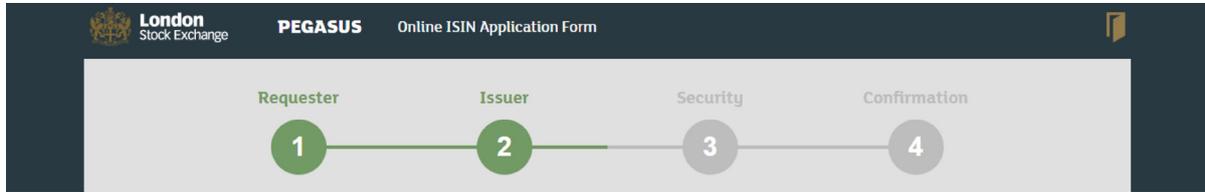
By submitting a request for an ISIN, the applicant: (a) warrants that it has the legal authority to request an identifier on behalf of the issuer of the security that is the subject of the ISIN; (b) warrants that all information supplied shall be true and correct in all material respects; and (c) acknowledges and agrees to this disclaimer.

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27. Progress tracker: Step 2: Issuer

Figure 4.1



The tracker appears at the top of Step 2, to indicate that you have moved to Step 2 in the application process.

28. Issuer details

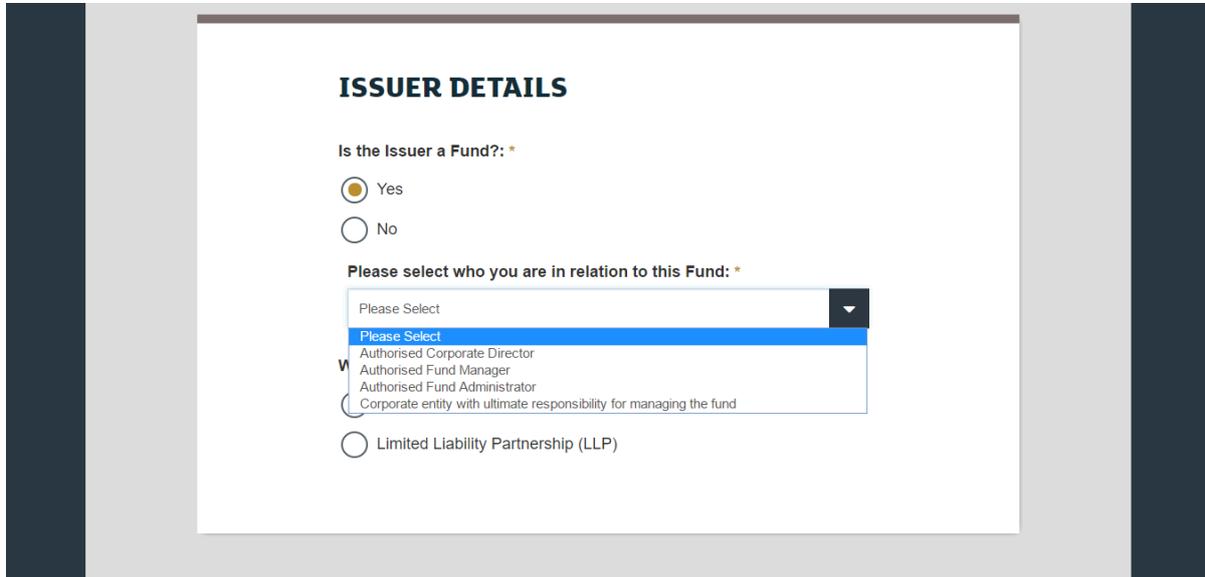
Figure 4.3

If the Issuer is a fund, click the radio button for “Yes”. If not, select “No”.

If you select “No”, go directly to sub-step 30 (see page 6).

29. Identify who you are in relation to the fund

Figure 4.4



ISSUER DETAILS

Is the Issuer a Fund?: *

Yes

No

Please select who you are in relation to this Fund: *

Please Select

- Please Select
- Authorised Corporate Director
- Authorised Fund Manager
- Authorised Fund Administrator
- Corporate entity with ultimate responsibility for managing the fund

Limited Liability Partnership (LLP)

If you selected “Yes”, a drop-down menu will appear that enables you to select your role in relation to the fund. Select the appropriate option from the drop-down menu.

30. If the issuer is a company

Figure 4.5

The screenshot shows a web form titled "What is the Issuer?: *". It has two radio buttons: "Company" (selected) and "Limited Liability Partnership (LLP)". Below are several fields:

- Registered Company Name: ***: A search bar with the placeholder text "SEARCH ISSUER BY NAME...".
- Issuer LEI:**: A text input field.
- Country of Incorporation/Registration: ***: A dropdown menu with "Please Select" and a downward arrow.
- Company Registration Number: ***: A text input field.
- Date of Incorporation / Registration: ***: A date picker with a calendar icon.
- Company Status:**: A dropdown menu with "Please Select" and a downward arrow.
- Legal Form: ***: A dropdown menu with "Please Select" and a downward arrow.

- If the Issuer is a company, click on the “Company” radio button. The page will expand and populate as above in Figure 4.5
- Enter the registered company name.
- Enter the Issuer LEI.
- Select the Country of Incorporation/Registration from the drop-down menu.
- Enter the company registration number.
- Select the Date of Incorporation/Registration from the pop-up calendar.
- Select the company’s status from the drop-down menu.
- Select the legal form from the drop-down menu.
- If the Issuer is an LLP, click the “Limited Liability Partnership (LLP)” button, which will direct you to sub-step 32 (see page 8).

31. Enter the company’s registered address

Figure 4.6

Companies registered address

Address Line 1: * ?

Address Line 2:

Address Line 3:

City/Town: *

Postal Code: * ?

Country: * ?

Please Select ▼

Website: ?

Phone: ?

Nature of Business:

Place of Business

copy address from registered address above?

↻ Details will be copied from the registered address above.

Enter the company’s registered address in the appropriate fields.

If the place of business is the same as the registered address, you don’t need to add the details twice. Tick the box

– the second set of address fields will collapse and details will be copied from the registered address you entered.

32. If issuer is a limited liability partnership (LLP)

Figure 4.7

What is the Issuer?: *

Company

Limited Liability Partnership (LLP)

Where was the Partnership Formed?: *

Please Select

Registered Partnership Name?: * ?

SEARCH ISSUER BY NAME...

Limited Liability Partnership LEI: ?

Country of Incorporation/Registration: *

Please Select

Partnership Registration Number?: * ?

Date of Incorporation / Registration: * ?

Company Status:

Please Select

Legal Form: *

Please Select

- If the Issuer is a limited liability partnership (LLP), click on the appropriate radio button. The page will expand and populate as above in Figure 4.7
- Select the jurisdiction in which the partnership was formed – Great Britain, Jersey, Guernsey or the Isle of Man – from the drop-down menu.
- Enter the registered partnership name and the limited liability partnership LEI.
- Select the Country of Incorporation/Registration from the drop-down menu.
- Enter the partnership registration number.
- Select the Date of Incorporation/Registration from the pop-up calendar.
- Select the LLP's status from the drop-down menu and its legal form from the drop-down menu.
- If the Issuer is a company, go directly to sub-step 30 (see page 6).

33. Enter the partnership's registered address

Figure 4.8

Partnership registered address

Address Line 1: * ?

Address Line 2:

Address Line 3:

City/Town: *

Postal Code: * ?

Country: * ?

Please Select

Website: ?

Phone: ?

Nature of Business:

Place of Business

copy address from registered address above?

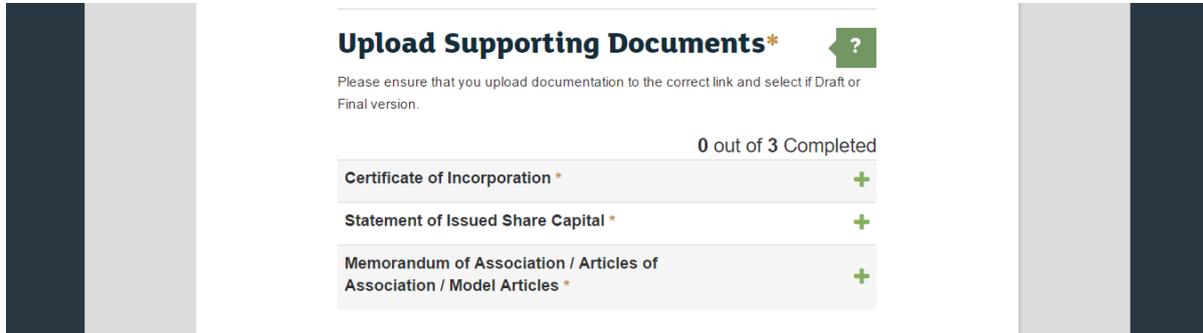
? Details will be copied from the registered address above.

Enter the partnership's registered address in the appropriate fields.

If the place of business is the same as the registered address, you don't need to add the details twice. Tick the box – the second set of address fields will collapse and details will be copied from the registered address you entered.

34. Upload company documents

Figure 4.9



If the Issuer is a Company, you must upload the following documents:

- Certificate of Incorporation
- Statement of Issued Share Capital
- Memorandum of Association/Articles of Association/Model Articles

Click the + sign to the right of each respective document to upload and have it notarised.

35. Upload partnership documents

Figure 4.10



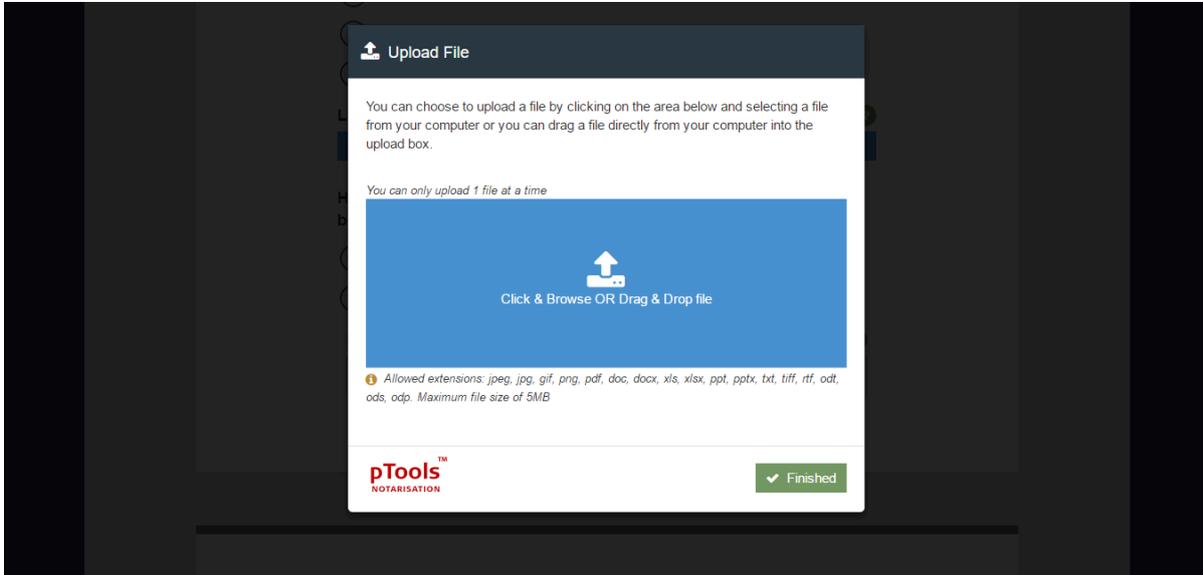
If the Issuer is a Limited Liability Partnership (LLP), you must upload the following documents:

- Partnership Agreement
- Incorporation Documents
- Certificate of Registration of Partnership

Click the + sign to the right of each respective document to upload and have it notarised.

36. Document upload

Figure 4.11



The pTools Notarisation Upload File window will appear.

You may choose to upload by clicking on the blue upload box and selecting a file from your computer or by dragging it directly from your computer into the blue upload box.

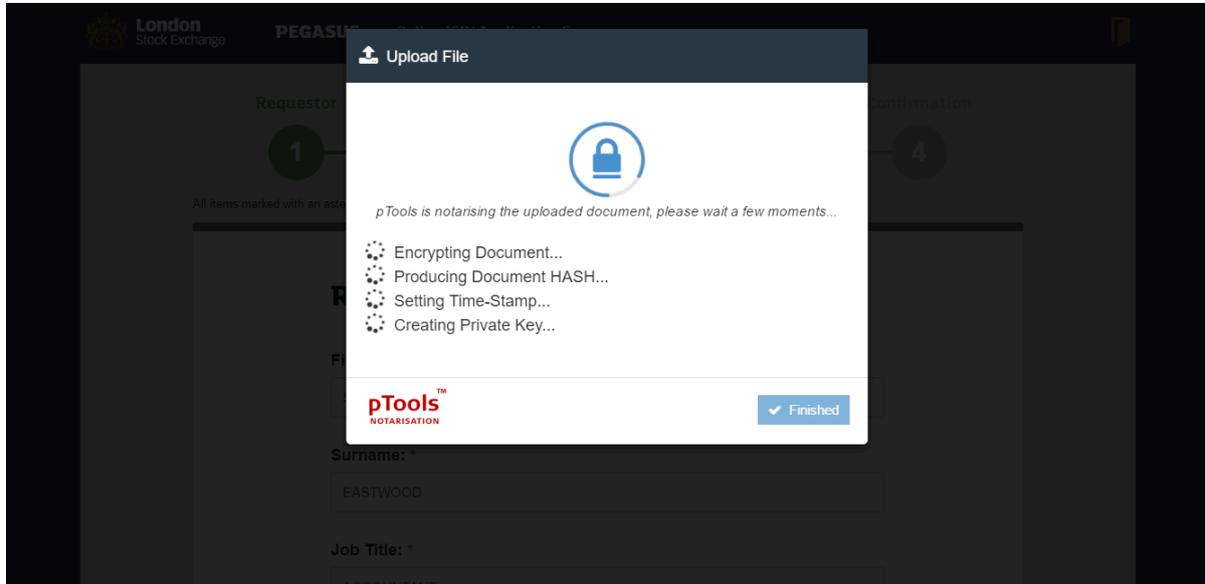
You can only upload one file at a time.

Compatible file extensions: jpeg, jpg, gif, png, pdf, doc, docx, xls, xlsx, ppt, pptx, txt, tiff, rtf, odt, ods, odp.

Maximum file size: 5MB.

37. Secure encryption

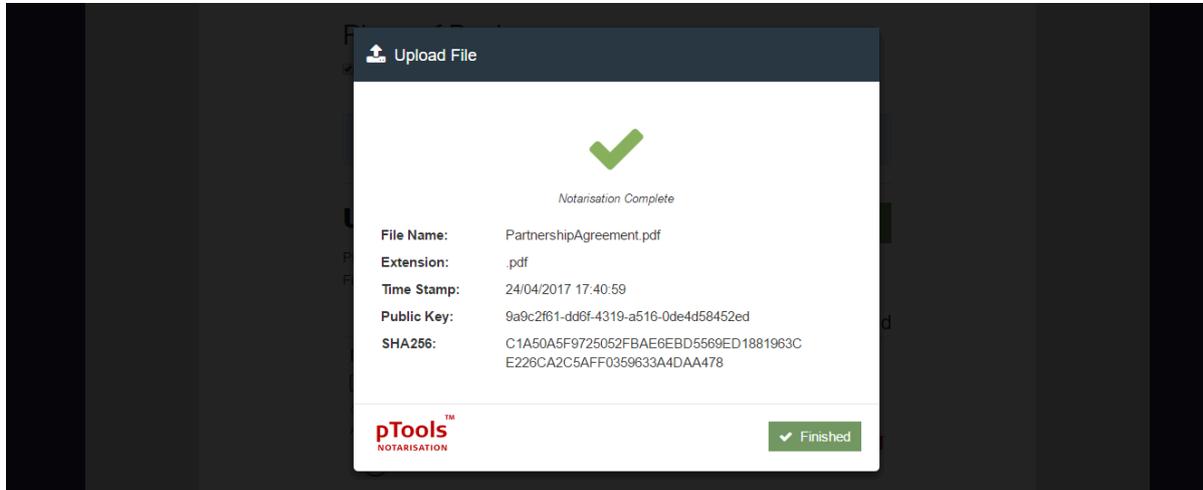
Figure 4.12



pTools Notarisation tool will now encrypt the document, produce a document HASH, set a Time Stamp and creates a Private Key to ensure the highest levels of security.

38. pTools notarisation

Figure 4.13

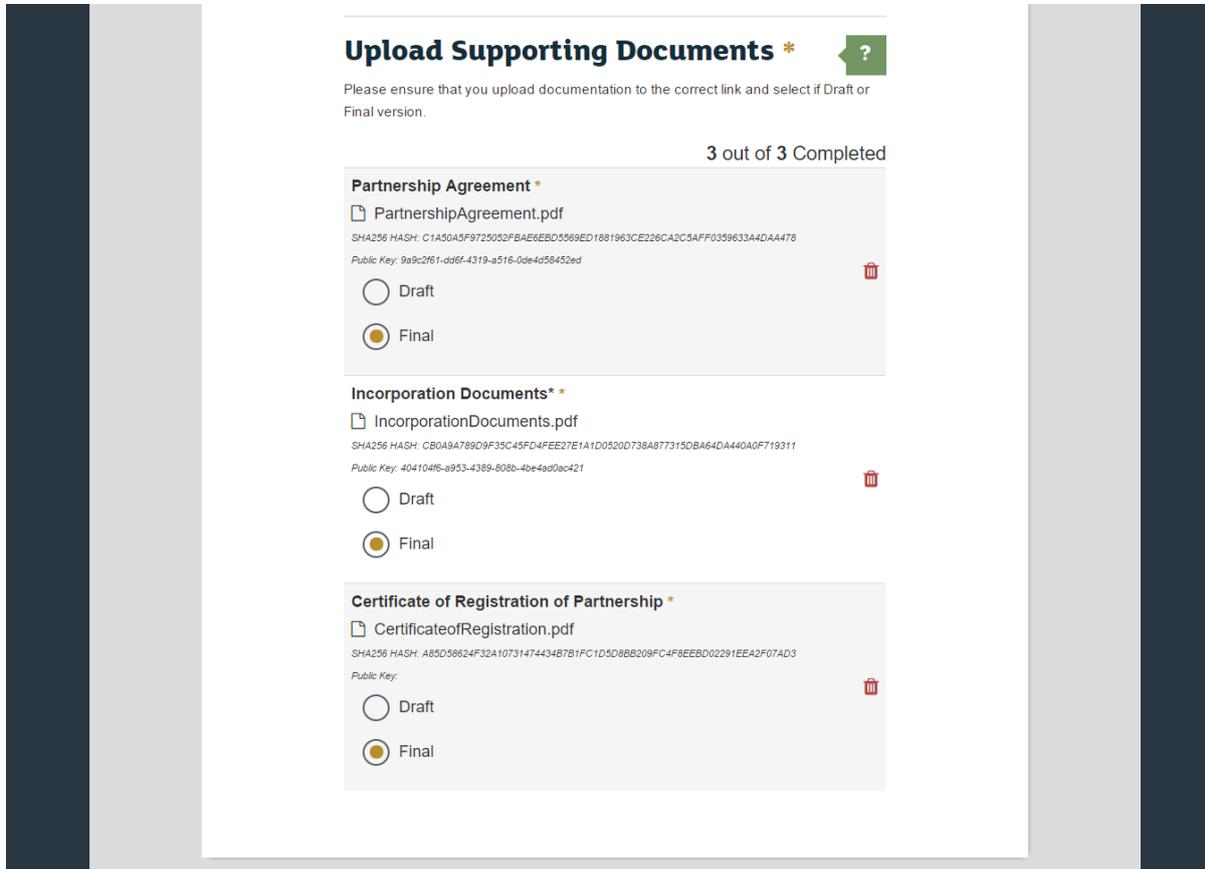


The pTools Notarisation tool will notify you once the Notarisation is complete.

It includes the file name, the extension type, the Time Stamp, the Public Key and the HASH.

39. Confirmation of document uploads

Figure 4.14



Repeat the File Upload and pTools Notarisation process for each required document.

Once this is completed for an LLP, you should see the uploads confirmed along with corresponding HASH and Public Keys as demonstrated above in Figure 4.14

It will appear similar for a company document upload.

The names of the documents, however, will differ accordingly.

40. Enter details of beneficial ownership

Figure 4.15

Beneficial Ownership 

Please complete Beneficial Ownership information and upload supporting documentation where applicable.

Is the Issuer a subsidiary or a wholly owned subsidiary?: *

If Yes, please populate the section below

Yes

No

Owners	% Owned
No beneficial owners have been added	

If the Issuer is a subsidiary or a wholly owned subsidiary, click the radio button for “Yes”. If not, select “No”.

If you select “No”, go directly to sub-step 52 (see page 28).

41. Enter details of beneficial ownership (continued)

Figure 4.16

Beneficial Ownership ?

Please complete Beneficial Ownership information and upload supporting documentation, where applicable.

Is the Issuer a subsidiary or a wholly owned subsidiary?: *
If Yes, please populate the section below

Yes
 No

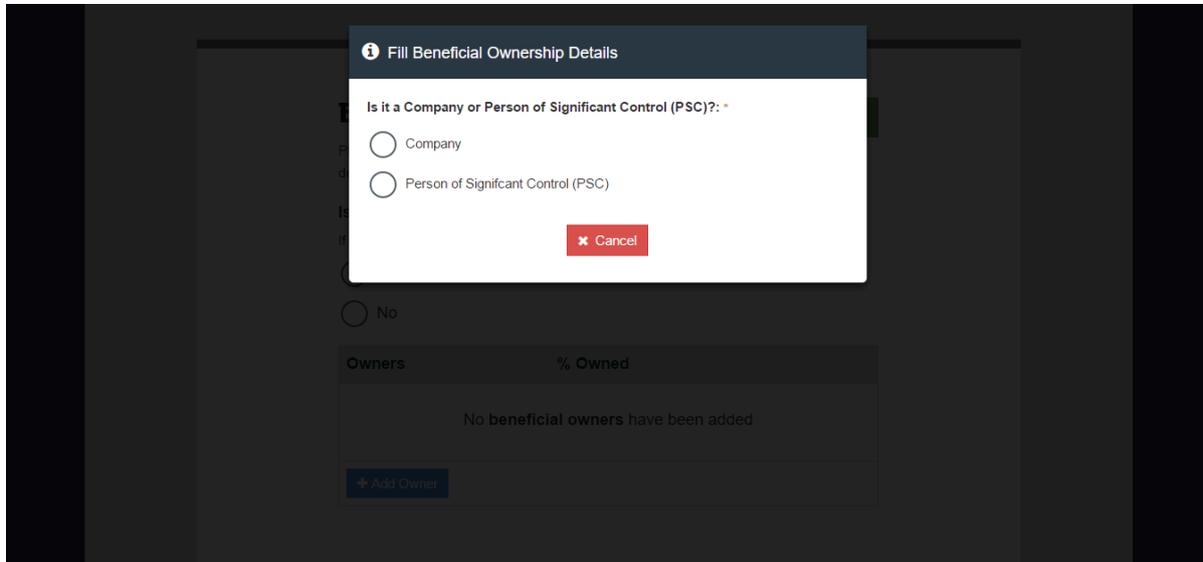
Owners	% Owned
No beneficial owners have been added	
+ Add Owner	

If you select “Yes”, a blue “+ Add Owner” button will appear.

Click the blue “+ Add Owner” button to add a beneficial owner.

42. Select type of beneficial owner

Figure 4.17



The screenshot shows a modal dialog box titled "Fill Beneficial Ownership Details". The dialog contains the question "Is it a Company or Person of Significant Control (PSC)?: *". Below the question are two radio button options: "Company" and "Person of Significant Control (PSC)". A red "Cancel" button is located at the bottom right of the dialog. In the background, a table is visible with columns "Owners" and "% Owned". The table contains the text "No beneficial owners have been added" and a "+ Add Owner" button.

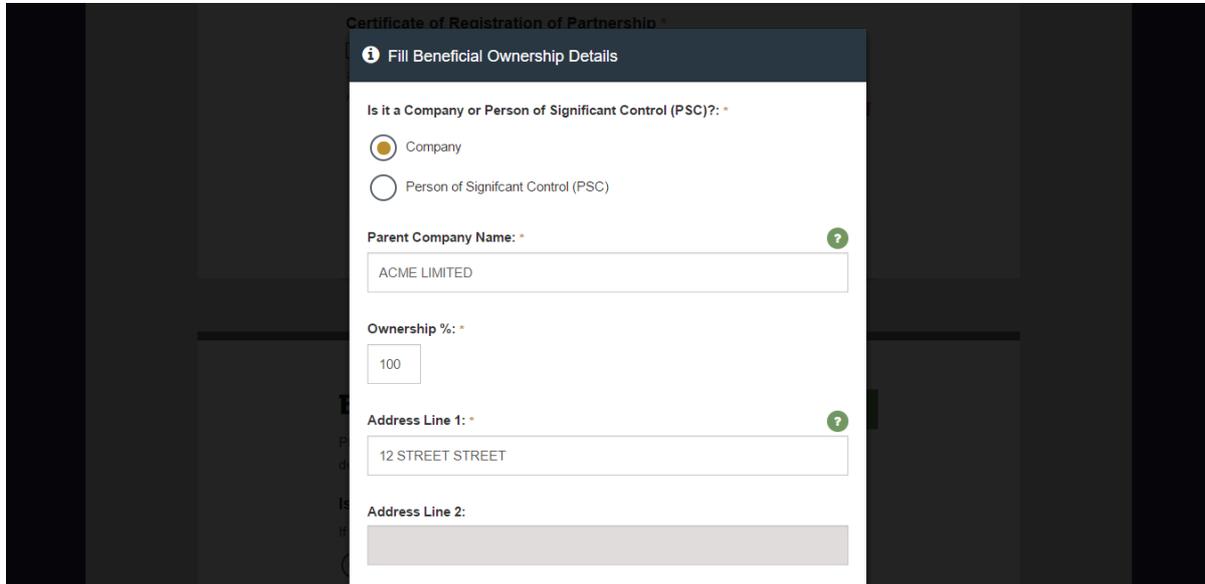
Click on the appropriate radio button to indicate whether the beneficial owner is a company or a person of significant control (PSC).

If you select "Company", **go directly to sub-step 43 (see page 19).**

If you select "Person of Significant Control (PSC)", **go directly to sub-step 51 (see page 27).**

43. Details of ownership by a company

Figure 4.18



The screenshot shows a form titled "Certificate of Registration of Partnership" with a sub-section "Fill Beneficial Ownership Details". The form contains the following fields:

- Is it a Company or Person of Significant Control (PSC)?:** Two radio buttons are present. The "Company" option is selected, indicated by a filled circle.
- Parent Company Name:** A text input field containing "ACME LIMITED". A green question mark icon is visible to the right of the field.
- Ownership %:** A text input field containing "100".
- Address Line 1:** A text input field containing "12 STREET STREET". A green question mark icon is visible to the right of the field.
- Address Line 2:** An empty text input field.

If you selected "Company", fields will appear as in Figure 4.18 above.

Populate the appropriate fields with the parent company name, the ownership percentage and the address.

44. Enter company details (continued)

Figure 4.19

The screenshot shows a form with the following elements:

- A question: "Is the Issuer a listed Company?:" with a green question mark icon.
- Two radio buttons: "Yes" (selected) and "No".
- A label: "Exchange:".
- A dropdown menu showing a list of exchanges, with "Great Britain - XLON - LONDON STOCK EXCHANGE, THE" selected and highlighted in blue.
- Two buttons at the bottom: "Update" (green) and "Cancel" (red).

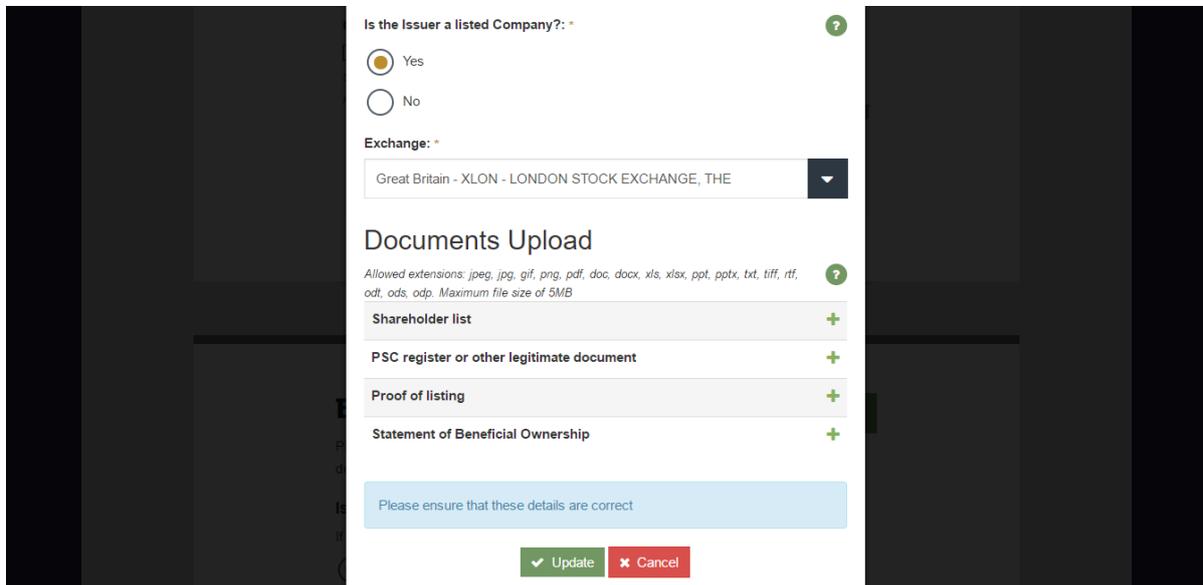
Exchange
Great Britain - XLON - LONDON STOCK EXCHANGE, THE
Great Britain - WCLK - ICAP WCLK
Great Britain - WINS - WINTERFLOOD SECURITIES LIMITED
Great Britain - XALT - ALTEX-ATS
Great Britain - XCOR - ICMA
Great Britain - XEDX - EDX LONDON LIMITED
Great Britain - XGCL - GLOBAL COAL LIMITED
Great Britain - XGDX - GLOBAL COMMODITIES EXCHANGE
Great Britain - XGDX - GLOBAL DERIVATIVES EXCHANGE
Great Britain - XGFI - GFI BASISMATCH
Great Britain - XGSX - GLOBAL SECURITIES EXCHANGE
Great Britain - XIPE - INTERNATIONAL PETROLEUM EXCHANGE
Great Britain - XJWY - JIWAY EXCHANGE LTD
Great Britain - XLBM - LONDON BULLION MARKET, THE
Great Britain - XLCH - LCH.CLEARNET LTD
Great Britain - XLDN - EURONEXT - EURONEXT LONDON
Great Britain - XLDX - LONDON DERIVATIVES EXCHANGE
Great Britain - XLIF - EURONEXT LIFFE
Great Britain - XLME - LONDON METAL EXCHANGE
Great Britain - XLOD - LONDON STOCK EXCHANGE - DERIVATIVES MARKET
Great Britain - XLON - LONDON STOCK EXCHANGE, THE

If the Issuer is a listed company, click the “Yes” radio button.

Select the appropriate exchange from the drop-down menu.

45. Upload company documents

Figure 4.20



Is the Issuer a listed Company?: *

Yes

No

Exchange: *

Great Britain - XLON - LONDON STOCK EXCHANGE, THE

Documents Upload

Allowed extensions: jpeg, jpg, gif, png, pdf, doc, docx, xls, xlsx, ppt, pptx, txt, tiff, rtf, odt, ods, odp. Maximum file size of 5MB

Shareholder list +

PSC register or other legitimate document +

Proof of listing +

Statement of Beneficial Ownership +

Please ensure that these details are correct

You must upload the following documents:

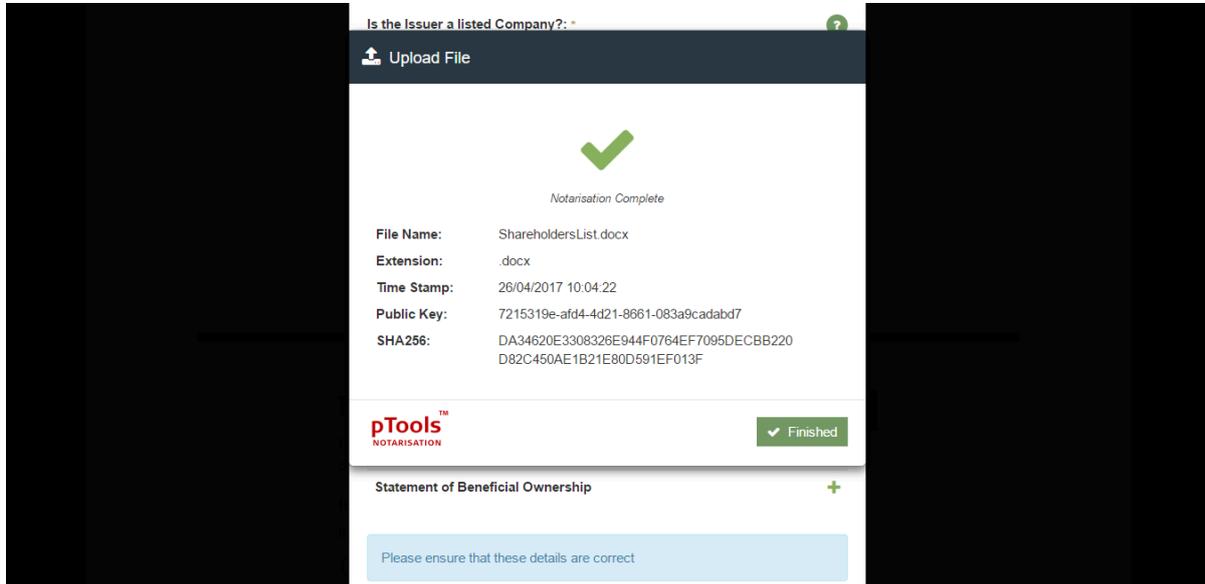
- Shareholder list
- PSC register or other legitimate document
- Proof of listing
- Statement of Beneficial Ownership

Click the + sign to the right of each respective document to upload and have it notarised.

Go directly to sub-steps 36 and 37 (see pages 12 and 13 respectively) and follow the instructions for Document Upload.

46. pTools notarisation

Figure 4.23

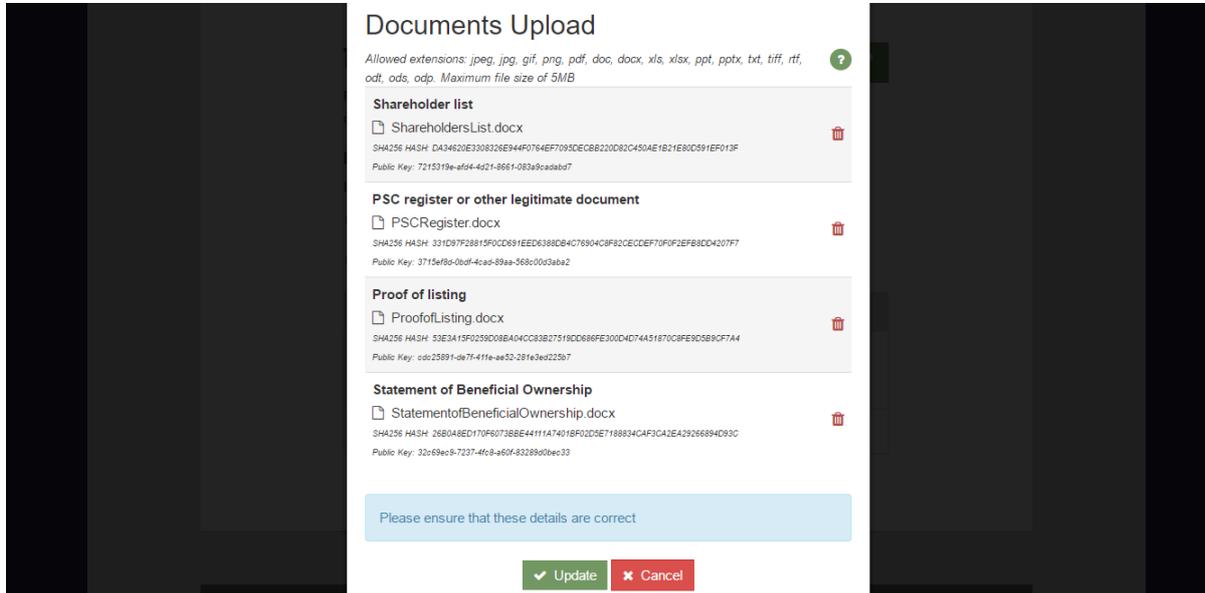


The pTools Notarisation tool will notify you once the Notarisation is complete.

It includes the file name, the extension type, the Time Stamp, the Public Key and the HASH.

47. Confirmation of document uploads

Figure 4.24



Repeat the File Upload and pTools Notarisation process for each required document.

You will see the uploads confirmed along with corresponding HASH and Public Keys as demonstrated above in Figure 4.24

48. Confirmation of beneficial ownership by a company

Figure 4.25

Beneficial Ownership ?

Please complete Beneficial Ownership information and upload supporting documentation, where applicable.

Is the Issuer a subsidiary or a wholly owned subsidiary?: *

If Yes, please populate the section below

Yes

No

If you change the selection above, then all beneficial owners will be removed.

Owners	% Owned		
ACME LIMITED	100%		

[+ Add Owner](#)

The Company will now be listed as an owner along with its percentage ownership, as demonstrated in Figure 4.25 above.

49. Details of ownership by a person of significant control (PSC)

Figure 4.26

Fill Beneficial Ownership Details

Is it a Company or Person of Significant Control (PSC)? *

Company

Person of Significant Control (PSC)

Person of Significant Control (PSC): *

JOSEPH B. LOGGS

Ownership %: *

100

Country of Residence: *

Great Britain - GB

Documents Upload

Allowed extensions: jpeg, jpg, gif, png, pdf, doc, docx, xls, xlsx, ppt, pptx, txt, tiff, rtf, odt, ods, odp. Maximum file size of 5MB

Shareholder list +

Enter Name of "Person of Significant Control (PSC)".

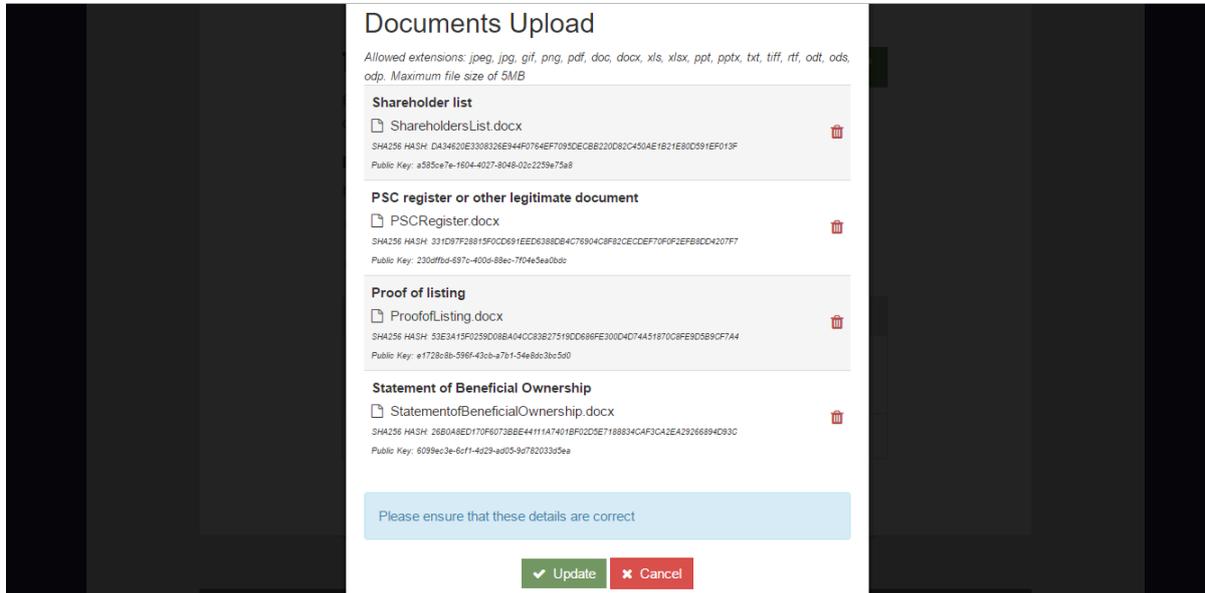
Enter Ownership percentage.

Select Country of Residence from the drop down menu.

Continue onto the Documents Upload, go directly to 36 on Page 12 and follow the upload process through to 37 on Page 13.

50. Confirmation of document uploads

Figure 4.27



Repeat the File Upload and pTools Notarisation process for each required document.

You will see the uploads confirmed along with corresponding HASH and Public Keys as demonstrated above in Figure 4.27.

51. Confirmation of beneficial ownership by a PSC

Figure 4.28

Beneficial Ownership ?

Please complete Beneficial Ownership information and upload supporting documentation, where applicable.

Is the Issuer a subsidiary or a wholly owned subsidiary?: *
If Yes, please populate the section below

Yes
 No

If you change the selection above, then all beneficial owners will be removed.

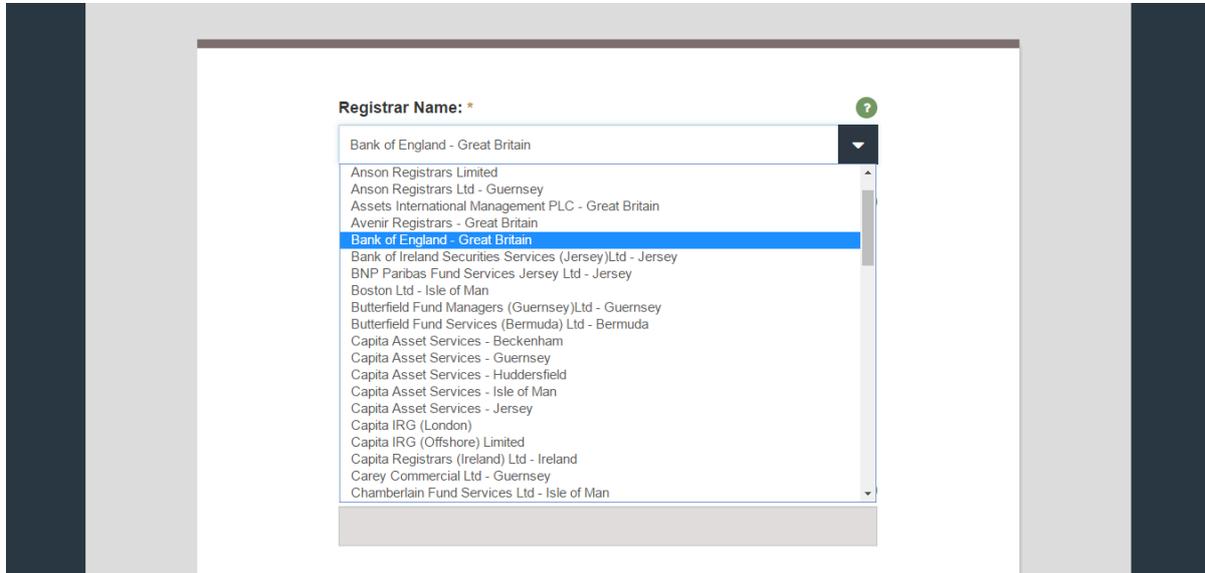
Owners	% Owned		
JOSEPH B. LOGGS	100%		

[+ Add Owner](#)

The PSC will now be listed as an owner along with their percentage ownership, as demonstrated in Figure 4.28 above.

52. Registrar name

Figure 4.29



Select the appropriate Registrar from the drop down menu.

53. Details of the issue

Figure 4.30

Depository for the Issue: ?

Euroclear UK & Ireland ONLY

Euroclear UK & Ireland & Other CSD/ISD

Euroclear (Luxembourg)

Other CSD

Depository Trust & Clearing Corporation (DTCC)

Private

Transfer/Paying Agent for the issue: ?

Is it an IPO?: *

Yes

No

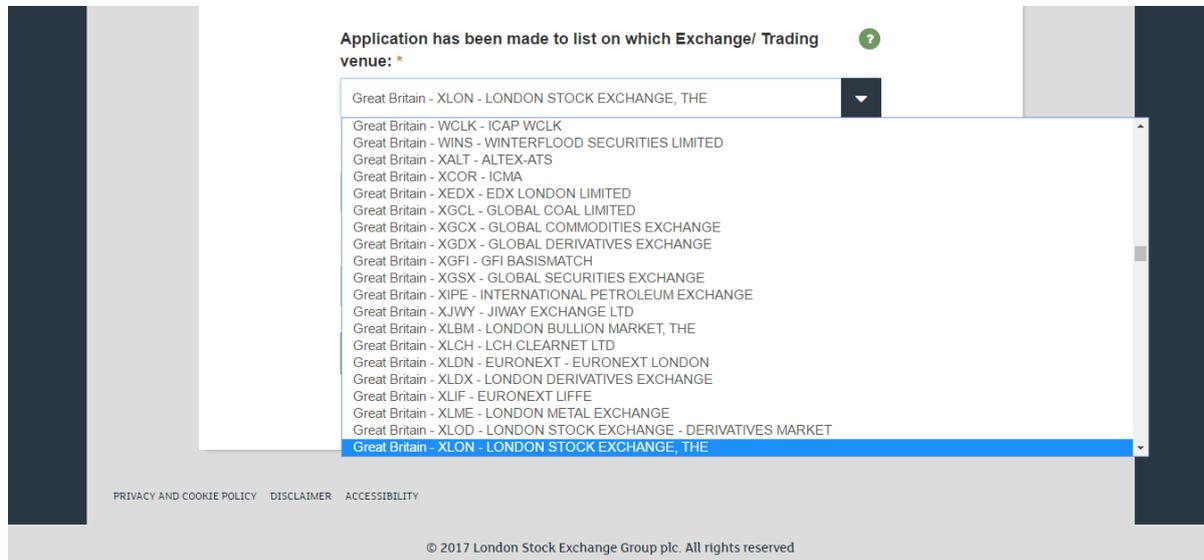
Select the Depository for the Issue by clicking on the appropriate radio button.

Enter the name of the Transfer/Paying Agent for the Issue in the appropriate field.

Click the “Yes” or “No” radio button to indicate whether the issue is an Initial Public Offering (IPO) or not.

54. Details of the issue (continued)

Figure 4.31



Select the Exchange/Trading venue to which the application has been from the drop-down menu.

55. Details of the issue (continued)

Figure 4.32

The screenshot shows a web form with the following elements:

- Application has been made to list on which Exchange/ Trading venue: *** (with a help icon) - A dropdown menu showing "Great Britain - XLON - LONDON STOCK EXCHANGE, THE".
- Proposed Listing Date: *** (with a help icon) - A date input field showing "05/05/2017" with a calendar icon.
- Proposed Exchange / Trading Symbol:** (with a help icon) - An empty text input field.
- Two buttons: "Back" (white) and "Next" (green).
- Footer: "PRIVACY AND COOKIE POLICY | DISCLAIMER | ACCESSIBILITY" and "© 2017 London Stock Exchange Group plc. All rights reserved."

- Select the Proposed Listing Date from the pop-up calendar.
- Enter the Proposed Exchange/Trading Symbol in the appropriate field.
- Click "Next" to proceed.

You have successfully completed Step 2: Issuer.

56. Progress tracker: Step 3

Figure 4.33



You are now on Step 3: Security.



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