



Effective date 10.11.2017



**MIR Payment Card System Regulations.
Appendix 2. Accession to the Mir Payment
System Regulations
APPLICATION FORM**

MIR.05.141.0-20.00.00-2

Version 2.0



Moscow, 2017



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1. Form 1 Application for Accession to the MIR Payment System Regulations

(to be executed on the organization's letterhead)

Application for accession to the Mir Payment System Regulations ¹

(city) _____ 201_____

(full name of the organization acceding to the MIR Payment System Regulations)

represented by _____,

(authorized person's title and name)

acting under _____,

(ground for the authorized person's powers)

pursuant to Art. 428, of RF Civil Code and Part 7, Art. 20, Federal Law No. 161-FZ On the National Payment System dated 27.06.2011, hereby accedes to the MIR Payment System Regulations as:

<input type="checkbox"/> Direct Participant	
Tick at least one of the below MIR participation criteria which the credit organization meets:	
<input type="checkbox"/>	Credit organization recognized by the Bank of Russia as important in the payment services market
<input type="checkbox"/>	Activity (operations) of the credit organization or of its affiliates restricted or prohibited outside of the Russian Federation due to statutory instruments or other acts adopted by foreign countries or their associations
<input type="checkbox"/>	Credit organization capable of ensuring the Card Issuance volume specified in par. 6.1 of the MIR Regulations
<input type="checkbox"/>	Credit organization capable of building up a Network of devices as specified in par. 6.1 of the MIR Regulations
Activity Type:	
<input type="checkbox"/> Type A	Issuing, Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type B	Issuing, Acquiring: Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type C	Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN

¹ Participants who acceded to the MIR Payment Regulations before November 10, 2017 are not required to submit a new application.

<input type="checkbox"/> Indirect Participant (sponsored)	
_____ <small>(full company name and the Sponsor's ID)</small>	
Activity Type:	
<input type="checkbox"/> Type A	Issuing, Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type B	Issuing, Acquiring: Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type C	Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN

<input type="checkbox"/> Participant Payment System	
Activity Type:	
<input type="checkbox"/> Type A	Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type B	Acquiring: Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN

<input type="checkbox"/> Participant Payment System's Participant	
_____ <small>(full name of the payment system and the Participant Payment System's ID)</small>	
Activity Type:	
<input type="checkbox"/> Type A	Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type B	Acquiring: Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN

and confirms its consent to the interchange fees for Card Transactions and transactions in the Network of devices in accordance with the System Standard *MIR Payment System Interchange Fees*.

Additional Information:

Contact information:

telephone No: _____.

fax No.: _____.

e-mail address: _____.

official web site address or the address of another web site on which the Participant publishes the information being disclosed in accordance with the requirements of the legislation of the Russian Federation on the disclosure of information: _____.

Attachments: (all documents attached for review, with consideration of Appendix 1 and Appendix 2, and an inventory of all documents should be listed).

(title)

(signature)

(printed name of authorized person of the credit organization
accessing to the MIR Payment System Regulations)

L.S.



Sponsor's Approval:

(city) _____ (year) _____

(full name of entity acting as Sponsor for organization acceding to MIR Payment System Regulations)

hereby notifies and confirms to the MIR Payment System Operator that it is the Sponsor for the Indirect Participant

(full name of organization acceding to MIR Payment System Regulations)

in the MIR Payment System by virtue of

(indicate document details)

(full name of entity acting as Sponsor for organization acceding to MIR Payment System Regulations)

and guarantees to the MIR Payment System Operator that the Indirect Participant will comply with the MIR Payment System Regulations.

(title)

(signature)

(printed name of Sponsor's authorized person)

L.S.

Participant Payment System's Approval:

(city) _____ (year) _____

(full name of the Participant Payment System)

hereby notifies and confirms to the MIR Payment System Operator that

(full name of organization participating in the Participant Payment System)

is a participant in

(name of the Participant Payment System)

and guarantees to the MIR Payment System Operator that this Participant will comply with the MIR Payment System Regulations.

(title)

(signature)

(printed name of the Participant Payment System's authorized person)

L.S.

Appendix № 1 to Application for Accession to the MIR Payment System Regulations (Form 1)

Profile of the organisation acceding to Mir Payment System Regulations

1. General information on the organization acceding to MIR Payment System Regulations

No.	Parameters	Information
1.1	Organization's full name (as per the Articles of Association)	
1.2	Organisation's abbreviated name	
1.3	Registered address	<postcode>, <region>, <district>, <locality>, <street>, <house No.>
1.4	Postal address	<postcode>, <region>, <district>, <locality>, <street>, <house No.>
1.5	INN (TIN)	
1.6	KPP (Tax Registration Reason Code)	
1.7	OGRN (Primary State Registration Number)	
1.8	OKPO (Russian National Classifier of Businesses and Organizations)	
1.9	OKATO (Russian National Classifier of Political Subdivisions)	
1.10	OKVED (Russian National Classifier of Foreign Economic Activities)	
1.11	Organisation's official website	
1.12	Telephone	
1.13	CEO's title	
1.14	CEO's full name	
1.15	<ul style="list-style-type: none"> Information on the license for banking operations; Information on the Payment System Operator's Registration Certificate (for Participant Payment Systems) 	
1.16.	Constituent entities of the Russian Federation, where the organization operates	

2. Banking details of the organization acceding to MIR Payment System Regulations

No.	Parameters	Details
2.1	For Direct Participant:	
	Correspondent account at the Bank of Russia (<i>specify the data on the Bank of Russia's branch where a correspondent account was opened</i>)	
	BIC	
2.2	For Indirect Participant:	
	BIC	
2.3	For Participant Payment System, indicate information on the Participant Payment System's payment Settlement Centre:	
	Name of the Settlement Centre	
	Information on the licence for banking operations	
	BIC	
	Correspondent account at the Bank of Russia (<i>Specify the data on the Bank of Russia's branch where a correspondent account was opened</i>)	
2.4	For participant of the Participant Payment System:	
	BIC	

3. Focal persons of the organization acceding to MIR Payment System Regulations

No.	Division	Title	Full name	Telephone No.	Fax No.	E-mail
3.1	Supervising manager					
3.2	Organisational (general) issues					

I HEREBY CONFIRM THAT THE INFORMATION PROVIDED IS TRUTHFUL AND CORRECT AND THE CONSENT OF THE FOCAL PERSONS TO HAVING THEIR PERSONAL DATA PROCESSED IS IN PLACE

(title)
L.S.

(signature)

(printed name)

Appendix № 2 to Application for Accession to the MIR Payment System Regulations (Form 1)

List of Documents to be Submitted by the Organization Acceding to MIR Payment System Regulations

1. Copy of the Certificate of Legal Entity's State Registration.
2. Copy of the Tax Authority Registration Certificate.
3. Copies of Licences for Bank Operations.
4. Copy of the Payment System's Operator Registration Certificate (for Participant Payment Systems).
5. Copy of the Articles of Association, copies of registered amendments and alterations thereto as well as copies of certificates on making relevant entries in the Unified State Register of Legal Entities (USRLE) and/or copies of the USRLE Amendments Entry Sheets.
6. Copy of notice by the Statistical Register of Economic Entities.
7. Copy of an extract from the Unified State Register of Legal Entities (not older than thirty (30) days from the date of issue by the authorized body).
8. Copies of accounting statements for the last four quarters and copies of financial statements for the last five quarters².

Submission of statements is not required if they are published on the official web site of the organization acceding to the MIR Regulations or on the Bank's of Russian web site.

9. Quarterly statements according to OKUD (All-Russia Classifier of Managerial Activity) 0409813 for the last three reporting dates. Monthly reporting according to OKUD 0409101, 0409123, 0409135 for the last six reporting dates.

Statements shall be forwarded electronically (in txt or xls format) to: risk@nspk.ru.

Submission of statements is not required if they are published on the official web site of the organization acceding to the Mir Regulations or on the web site of the Bank of Russia.

10. Copies of documents confirming the election and appointment of the Participant's Sole Executive Body and documents showing the term of the Sole Executive Body's authorities.

² To be submitted by the Operator of the Payment System that is not a credit organization.

11. Copy of the document confirming the authority of the person who signs the Application and other documents on behalf of the organization acceding to the MIR Payment System Regulations (e.g., minutes, resolution, order on the appointment of the CEO, power of attorney for the signatory etc.).

12. Document confirming compliance by the Participant with the data protection requirements set out in the Regulations and MIR System Standards.

13. A letter in arbitrary form describing the anti-money laundering and anti-terrorism financing measures being taken.

14. Permission to use the trademark (service mark) under the control of the right owner (in the form specified in the *Application and Notification Forms System Standard*).

All documents, except listed in cl. 12-14, shall be provided to the Operator by the organization acceding to the MIR Payment System Regulations in hard copies, attested by the signature of the sole executive body of the organization acceding to the MIR Payment System Regulations or of the person replacing it (with submission of the original or a duly certified copy of the document confirming the authority), such copies shall be stamped with the organization's seal or notarized.

Documents listed in cl. 12-14 shall be provided to the Operator by the organization acceding to the MIR Payment System Regulations on paper, attested by the signature of the sole executive body of the organization acceding to the MIR Payment System Regulations or of the person replacing it (with submission of the original or a duly certified copy of the document confirming the authority), and stamped with the organization's seal.

The Operator may also request other documents in a written enquiry to the organization acceding to the MIR Payment System Regulations.

2. Form 2. Application for Accession to the MIR Payment System Regulations for foreign banks (foreign credit organizations, foreign central (national) banks and international financial organizations)

(to be executed on the organization's letterhead)

Application for accession to the Mir Payment System Regulations

(for foreign banks (foreign credit organizations, foreign central (national) banks and international financial organizations)

(city) _____ 201_____

(full name of the organization acceding to MIR Payment System Regulations)

represented by: _____,

(authorized person's title and name)

acting under _____,

(ground for the authorized person's powers)

hereby accedes to the MIR Payment System Regulations as:

<input type="checkbox"/> Direct Participant	
Activity Type:	
<input type="checkbox"/> Type A	Issuing, Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type B	Issuing, Acquiring: Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type C	Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN

<input type="checkbox"/> Indirect Participant (sponsored)	
_____ (full company name and the Sponsor's ID)	
Activity Type:	
<input type="checkbox"/> Type A	Issuing, Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type B	Issuing, Acquiring: Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN
<input type="checkbox"/> Type C	Acquiring: Payments for goods (works, services), Cash Disbursement, Cash-in, Card-to-Card transfer, Balance Enquiry, Change of PIN

and confirms its consent to the interchange fees for Card Transactions and transactions in the Network of devices in accordance with the System Standard *MIR Payment System Interchange Fees*.

Additional Information:

Contact information:

telephone No.: _____.

fax No.: _____.

e-mail address: _____.

official web site address or the address of another web site on which the Participant publishes the information being disclosed in accordance with the requirements of the legislation of the Russian Federation on the disclosure of information: _____.

Attachments: (all documents attached for review, with consideration of Appendix 1 and Appendix 2, and an inventory of all documents should be listed).

(title)

(signature)

(printed name of authorized person of the credit organization
acceding to the MIR Payment System Regulations)

L.S.



Sponsor's Approval:

(city) _____ (year) _____

(full name of entity acting as Sponsor for organization acceding to MIR Payment System Regulations)

hereby notifies and confirms to the MIR Payment System Operator that it is the Sponsor for the Indirect Participant

(full name of organization acceding to MIR Payment System Regulations)

in the MIR Payment System by virtue of

(indicate document details)

(full name of entity acting as Sponsor for organization acceding to MIR Payment System Regulations)

and guarantees to the MIR Payment System Operator that the Indirect Participant will comply with the MIR Payment System Regulations.

(title)

(signature)

(printed name of Sponsor's authorized person)

L.S.

Appendix 1 to Application for Accession to the MIR Payment System Regulations (Form 2)

Profile of the organisation acceding to Mir Payment System Regulations

(for foreign banks (foreign credit organizations, foreign central (national) banks and international financial organizations)

1. General information on the organization acceding to MIR Payment System Regulations

No.	Parameters	Information
1.1	Organization's full name	
1.2	Organization's abbreviated name	
1.3	Registered address	
1.4	Business address	
1.5	Registration number (Trade Register Number)	
1.6	Country of registration (incorporation)	
1.7	Name of the Registration Body	
1.8	Date of state registration	
1.9	Taxpayer ID	
1.10	Organisation's official website	
1.11	Telephone	
1.12	CEO's title	
1.13	CEO's full name	
1.14	Information on the licences (permissions) for operations if such licences (permissions) are required in compliance with the legislation of the organization's domicile country, if such licences are pertinent to the legal entity's capability to accede the MIR Payment System Regulations and to fulfil the rights and obligations set forth by the MIR Regulations	

Appendix 2 to Application for Accession to the MIR Payment System Regulations (Form 2)

List of Documents to be Submitted to the Operator by the Organization Acceding to MIR Payment System Regulations

(for foreign banks (foreign credit organizations, foreign central (national) banks and international financial organizations)

Documents shall be submitted if they are available in accordance with the legislation of the country where the organization that wishes to accede the MIR Regulations is established.

1. An extract or a copy of an extract from the Trade Register of the company's domicile country or any equivalent document (*Incumbency Certificate*), or a copy of such document confirming the legal status of the organization acceding the MIR Regulations, containing information on the organizational and legal form of the legal entity, its legal capacity, on who on behalf of the legal entity has the authority to acquire civil rights and to assume civil obligations, on who on behalf of the legal entity is authorized to grant powers of attorney and to represent its interests in court.

2. Copy of a Tax Registration Certificate (if any).

3. Copies of Licences (permissions) if such are required in accordance with the legislation of the country where the organization wishing to accede MIR Regulations is founded, if such licences have direct relation to the legal capacity of the legal body to accede the MIR Regulations and to fulfil the obligations set forth by the MIR Payment System Regulations.

4. Power of Attorney or another document giving the right to sign an agreement on (application for) the accession to the MIR Payment System Regulations and/or other documents on behalf of the organization, duly issued in accordance with the established procedure, if the agreement (application) and/or other documents are signed on behalf of the organization by a representative acting on behalf of a power of attorney.

5. Copy of the most recent version of the Articles of Association (Memorandum) adopted and registered in accordance with the established procedure and copies of all registered amendments and alterations thereto (if any).

6. Auditor's report on the annual financial statements (accounting and tax).

7. Financial (accounting and tax) statements in accordance with the International financial reporting standards and the national bookkeeping and tax accounting rules for the last four reporting dates. Financial statements shall be submitted on a quarterly basis.

8. Copies of documents confirming the election or appointment of the organization's Sole Executive Body (if available).

9. Copies of documents confirming the authority of the persons whom the organization acceding to the MIR Payment System Regulations granted the right to:

- work with symmetric encryption keys;
- work with electronic documents the information in which is protected by cryptographic data security means;
- interact with the NSPK Certification Centre.

10. Document confirming compliance by the Participant with the data protection requirements set out in the MIR Regulations and System Standards.

11. Document confirming the organization's residency outside of the Russian Federation in the form as required by the organization's domicile legislation, and attested by the competent authority of this foreign country.

The attestation shall indicate the period (calendar year) in relation to which the residency is being confirmed. The attestation is subject to annual renewal during the entire term of the agreement.

12. Document confirming the compliance of the organization acceding the MIR Regulations with the anti-money laundering and anti-terrorism financing legislation.

Copies of the above documents shall be legalized by an Apostille in accordance with the established procedure and accompanied by a notarized translation into Russian³. An Apostille shall not be required if this is envisaged by international agreements of the Russian Federation.

The Operator may also request other documents in a written enquiry to the organization acceding to the MIR Payment System Regulations.

³ For documents executed in English a notarized translation shall not be required.