

APPLICATION FORM: ADD OR AMEND AN  
AUTHORISED REPRESENTATIVE

- ☐ Add an Authorised Representative (AR)  
☐ Remove an Authorised Representative (AR)  
 (to replace an AR, tick the first two boxes)  
☐ Change the role of an Authorised Representative (AR)

COMPANY NAME: \_\_\_\_\_  
 Account number: \_\_\_\_\_

INFORMATION ABOUT THE NEW AUTHORISED REPRESENTATIVE

All fields are mandatory.

SURNAME: \_\_\_\_\_ Forename : \_\_\_\_\_

Date of birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Place of birth: \_\_\_\_\_

Business address (including country, state, and post code): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Mobile number: \_\_\_\_\_ Telephone number: \_\_\_\_\_

**Notice:** one mobile number cannot be linked to 2 different Authorised Representatives.

Email: \_\_\_\_\_

**Notice:** one mobile number cannot be linked to 2 different Authorised Representatives.

Role of the Authorised Representative (AR) for the account (tick only one box):

- ☐ **Initiator:** can (only) initiate a transaction and a process such as addition of an account in the Trusted Account List (TAL).  
☐ **Approver:** can (only) approve a transaction or a process initiated by another AR.  
☐ **Initiator/Approver:** can initiate a transaction and a process, can also approve a transaction and a process (initiated by another AR).  
☐ **Read only:** cannot initiate or approve a transaction or a process.

Name of the Authorised Representative (AR) replaced: \_\_\_\_\_

<p><b>Signature Specimens (Two identical signatures)</b>          The signature must match the          signature on your ID card or Passport</p>	<p>Signature 1</p>	<p>Signature 2</p>
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CONFIRMATION BY THE LEGAL REPRESENTATIVE

<b>SURENAME:</b> _____	<b>Forename :</b> _____
<b>Date of birth:</b> ____/____/____	<b>Place of birth:</b> _____

- ☒ I certify that all information given in these Special Conditions is accurate.
- ☒ I have read and understood the regulations applying to the European Union Registry.
- ☒ I have read and understood the terms of the "Aviation Operator" section of the General Conditions of the Agreement to open and hold an account and accept all of the provisions therein.
- ☒ I do not wish the French Registry to include information relating to the name, address, locality, post code, country, telephone number, fax number or email address of the main and secondary authorised representatives for the account in its published reports.
- ☒ I understand and accept that all documents which I submit will be retained for a period of 15 years after closure of the account(s) to which they pertain.

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Signed in (town):** \_\_\_\_\_

**SIGNATURE OF THE LEGAL REPRESENTATIVE:**  
Electronic or handwritten signature

DOCUMENTS REQUIRED FOR THE AUTHORISED REPRESENTATIVE UNDER THE  
EUROPEAN REGULATION APPLICABLE

**Notice: all documents must be dated less than 3 months prior to the date of application.**

All documents submitted in a **language different from English or from French** must be translated by a sworn translator into English or into French.

<b>1. Identity document currently valid:</b> <b>France:</b> copy of national identity card or passport (both sides, legible and signed by the holder). <b>Other countries:</b> copy of national identity card issued by a state that is a member of EEA or OECD <sup>1</sup> or copy of passport. <b>The copy must be certified and legalized (apostille) by the competent national authority.</b>
<b>2. Evidence of personal domicile</b> (utility bills dated less than 3 months) <b>France and EEE states:</b> simple copy. <b>Other countries:</b> <b>the copy must be certified and legalized (apostille) by the competent national authority.</b>
<b>3. Original extract of criminal record from the country of residence</b>

**Please send the form and all documents required in pdf format to:**

**[registres-maritime-fr@caissedesdepots.fr](mailto:registres-maritime-fr@caissedesdepots.fr) or**

**[registre-aviation-fr@caissedesdepots.fr](mailto:registre-aviation-fr@caissedesdepots.fr) or**

**[registrefrancais-ges@caissedesdepots.fr](mailto:registrefrancais-ges@caissedesdepots.fr) (for trading account)**

Or by post mail to:

CAISSE DES DEPOTS  
Registre Français des GES  
DPS - DGFS – PGM100  
56 rue de Lille  
75007 Paris  
FRANCE

*Caisse des Dépôts, located at 56 rue de Lille - 75007 PARIS, as data controller, processes the data collected to administer and manage the French part of the greenhouse gas registries. To find out more about the management of your personal data and to exercise your rights, please consult our [data protection policy](#)*

<sup>1</sup> European Economic Area or Organization for Economic Cooperation and Development.