



This form is to be used by a new or existing non-SWIFT User Group Hub connecting affiliated users within its corporate group as defined in the SIP Terms and Conditions¹. By signing this form, the non-SWIFT User Group Hub confirms it will service only its own group and will now (partially) register under the [Shared Infrastructure Programme](#).

Section 1 New or Existing non-SWIFT User Group Hub

SECTION 1.1 COMPANY INFORMATION

Name of company _____

Website of company _____

PIC code _____

Registered address *

Building name _____

Street Address _____

Postal Code/Zip _____

City _____

State/County _____

Country _____

VAT² I have the following VAT number _____

I do not have a VAT number³

I am exempted from VAT (for EU customers only)⁴

Stock Exchange listed Company? *

Yes Ticker _____

No

Majority owned by SWIFT shareholder(s)? *

SWIFT user's name _____

BIC _____

swift.com administrators *

Please provide the information for your first administrator:

Family name _____

First name _____

Telephone _____

E-mail _____

Please provide the information for your second administrator:

Family name _____

First name _____

Telephone _____

E-mail _____

SECTION 1.2 CONTACT DETAILS

Contact name _____

Job Title _____

Telephone _____

E-mail _____

Address (if different from above)

Building Name _____

Street Address _____

Postal Code/Zip _____

City _____

State/County _____

Country _____

SECTION 1.3 CONTACT DETAILS FOR BILLING

Please note that the below address will be used for billing.

Contact name _____

Job Title _____

Address (if different from above)

Building Name _____

Street Address _____

Postal Code/Zip _____

City _____

State/County _____

Country _____

Telephone _____

E-mail _____

(Please note that if no email address is provided, a payable paper invoice will be set up)

Section 2: Contractual Framework

By submitting and signing this form:

- You agree that you register under the Shared Infrastructure Programme and accept the registration and termination terms and conditions as well as the General Terms and Conditions detailed in section 7 of the [Shared Infrastructure Programme](#), where applicable to you.
- You agree that you will service only connecting affiliated users within your corporate group. You are not bound by the security and operational requirements as defined for service bureaux in the Provider Security Controls Framework (PSCF). Instead, you must adhere to the Customer Security Program(CSP) requirements.

You confirm that you are an authorised representative of the non-SWIFT User Group hub entitled to sign this form on behalf of the non-SWIFT User Group.

Family Name	_____
First Name	_____
E-mail	_____
Function	_____
Signature	
	Date (DD-MMM-YYYY) _____

Please return the form duly signed to SB.Certification.Office@swift.com

¹ The shareholder's group of companies is a group of users under common ownership as defined for SWIFT Traffic Aggregation (i.e. 50 percent shareholding and management/effective control).

² Please select one of the VAT options.

³ If you are a domestic customer, local VAT will be applied on the invoices. If you are an EU customer and you do not provide SWIFT with a valid EU VAT number, the prices will be subject to the application of local VAT. No credit notes will be made for invoices prior to your VAT number registration in our systems. If you are a non EU customer, the above doesn't apply as out of the scope of VAT.

⁴ For EU customers only: SWIFT will apply the VAT exemption as from the moment you provide us with the supporting documentation to evidence the EU VAT exemption. No credit notes will be made for invoices prior to your VAT exemption confirmation in our systems.