

## Corporate registration information and authority documents required by Belgian regulation for trade associations

All member companies must complete all parts of the form and provide access to supporting documents within one month of your membership application being accepted.

Because of Belgian and international regulations concerning transparency, competition, lobbying and money laundering CIE is required to prove the ownership of member companies, the authorization of officials representing member companies and their identities.

This information is not released to external parties, but CIE is required to prove that such information has been provided, for example to authorize voting at General Assemblies or representation on regulatory issues. All data provided will be stored securely.

Members are required to notify CIE of any significant changes to the data provided in this form, including changes of representation and ownership. Membership fees are not recalculated automatically every year but companies are asked to disclose significant changes. CIE reserves the right to approach members to ask for updated financial information to calculate annual membership fees.

Searchable registration number of the company in the relevant state register	
Location where the company's registration document can be verified (Typically, this should be an internet link; if unavailable, please send a copy along with this form to info@cyclingingindustries.com or to your point of contact at CIE).	
Location where the statutes or articles of association of the company can be checked (Typically, this should be an internet link; if unavailable, please send a copy along with this form to info@cyclingingindustries.com or to your point of contact at CIE).	
If you are registering your membership in the name of a subsidiary company please give the name, location and address of the ultimate parent company.  Example: If your membership is represented by a European subsidiary of a global company we need the details of the global company here.	
Identification of the Ultimate Beneficial Owners of the parent company as listed in a central register, such as a commercial register, a company register or a public register. (Typically, this should be an internet link; if unavailable, please send a copy along with this form to info@cyclingingindustries.com or to your point of contact at CIE).	
<b>Details and confirmation of identity of the person(s) identified in your company registration documents as having the legal right to represent your company.</b>	
Full Name	
E-mail address & telephone	
Position within the company	
Registered home address linked to identity document (business address is not valid in this instance)	

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Country of residence	
Date and place of birth	
Gender	
Type of personal identity document	
Number	
Place of issue, date of issue	
Expiry date	
<b>Details and confirmation of identity of the person(s) as having the legal right to sign this document and represent your company in CIE.</b>	
<b>If this is not the person identified above, then a letter of appointment must be provided, signed by the person in the row above. A template for the letter is provided in Annex 1.</b>	
Full Name	
E-mail address & telephone	
Position within the company	
Registered home address linked to identity document (business address is not valid in this instance)	
Country of residence	
Date and place of birth	
Gender	
Type of personal identity document	
Number	
Place of issue, date of issue	
Expiry date	

Insert here or send as an attachment together with this form to [info@cyclingindustries.com](mailto:info@cyclingindustries.com) :

Scan or photo of the identity document of the person(s) identified above as having the legal right to represent your company.

Scan or photo of the identity document of the person(s) identified above as having the legal right sign this document and to represent your company to CIE. (if different from above)

**As a member of Cycling Industries Europe AISBL (CIE) our company agrees**

- To join CIE and be recognised as a member
- To adhere to the statutes and bylaws of CIE which may from time to time be updated
- To provide proof of corporate identity and authorised representation as required before
- To pay the annual membership fee in line with the rules
- To authorize the use of our company name in publicity to promote the mission and goals of CIE

This document must be signed by a person authorised to legally represent your company.

**Name, Position of the authorized person, date and signature**

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## Annex 1. Template for letter of authorization

Please use the template to create a letter on your company's letterhead, sign, scan and return with your application form.

Registered address

Date

To whom it may concern:

Letter of representation:

[I/we] the undersigned, acting as legal representative[s] of the company [registered name] a company registered in the [country/region/state] under the enterprise number [xxxxxxxxx] do hereby appoint [Name] [Position] to represent [company name] on all matters concerning membership and members rights in Les Industries du Velo en Europe AISBL/Cycling Industries Europe AISBL.

Signed

Name

Position