

Registration Information Form ("RIF") – Completion Instructions

A separate form MUST be used for each type of input; registration/de-registration/withdrawal and reinstatement:

Withdrawals must be accompanied by a letter signed by the member firm, giving full reasons for the withdrawal. All forms must have the declaration signed and dated. Should a member firm need to temporarily withdraw their registration due to involvement in corporate activity, they should complete the withdrawal section.

Member firms are reminded that, once the corporate activity that initially required their withdrawal has passed, they are immediately required to submit a subsequent RIF requesting the reinstatement of their quote.

Effective Date

The date on which the instruction is to become effective. Method of entry is DDMMYY.

Member Mnemonic

This code, of up to four characters, identifies each market maker. The Member Mnemonic must be provided in all cases.

Trader Group ID

This code, of up to eleven alphabetical-numerical characters, identifies groups associated with the Member Firm. The code must be provided in all cases. To obtain details of the appropriate Trader Group ID, please contact the Client Implementation team on 020 7797 3232.

Security Mnemonic (TIDM)

This is a code of up to four characters which identifies a security and must be used for both new and existing securities. Mnemonics can be obtained from Market Supervision on 020 7797 3666 - Option 1

ISIN

This code must be provided in all cases.

Issuer name

The Issuer name must be provided in all cases.

All RIFs should be signed and dated and the signatory's name printed. The signatory will be contacted to confirm receipt.

Completed registration forms should be submitted to the Market Operations team, either by fax (020 7920 4526) or e-mail (mktops_supervision@londonstockexchange.com)

Any queries regarding the above please contact the Market Supervision on 020 7797 3666, Option 1