

▪ *Information on a legal person*

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Where a request concerns a legal person, the following relevant information should be included (if available):

- Name;
- Registration number;
- Address of the seat and different branches: The address of the seat means the address commercially registered which is frequently a postal box and does not correspond to the place where the person carries out its business activities. The address of such a place, including headquarters and different branches should also be provided;
- Contact details of the persons authorised to act on behalf of the company: even if it may be found in a commercial register by a requested authority, it is still helpful to indicate such details in the request.

Please note that such persons may change over time.