Application Form for the issuance of the Trader Certificate (TC) - ALPEX

 Day-Ahead & Intraday Markets

 **Date**: Click or tap to enter a date.

**Please choose accordingly:**

[ ]  Albanian Bidding Zone [ ]  Kosovo Bidding Zone

**ALPEX Member Support Albania ALPEX Member Support Kosovo**

Rruga “Liman Kaba”, Rezidenca Olympic Rruga "Ali Pashë Tepelena",

Shkalla 3, Kati 1, Zyra 1, Tiranë, Kati II, Nr. 1, Vip Tower, Prishtinë,

Albania. Kosovo.

**E-mail**: trade@alpex.al **E-mail**: trade@alpex.al

**Applicant information**

|  |  |
| --- | --- |
| Applicant’s name (Trader): |  Click or tap here to enter text. |
| Applicant’s contact details(tel./email): | Click or tap here to enter text. |
| Exchange Member’s name: |  Click or tap here to enter text. |

### I hereby request to be approved as a Certified Trader of ALPEX’s Day-Ahead & Intraday Markets and for this purpose, I attach the following documents:

***1) Applicant/s to become certified by ALPEX and have participated in ALPEX’s examinations (Decision 2)***

|  |  |  |
| --- | --- | --- |
| (a) | I have successfully participated in ALPEX’s exams for TC on:  | Click or tap to enter a date. |
| (b) | proof of payment of relevant fees in favor of ALPEX | [ ]  |
| (c) | copy of personal identification document or passport | [ ]  |
| (d) | I hereby declare that I have not been convicted of criminal offenses in accordance with the provisions of Technical Decision 2 | [ ]  |
| (e)  | Proof from the Court and the Prosecution regarding the applicant’s criminal record status, issued not later than 30 days | [ ]  |
| (f)  | Valid Trader Certificate from Power Exchanges of a Member State of the EU, if applicable | [ ]  |

## Table 1

##  Joint Statement of Applicant/s with the Exchange Member\*

(\*to be filled in only in case the Candidate Certified Trader requests exemption)

The Applicant/s Click or tap here to enter text. and the Exchange Member under the name Click or tap here to enter text., Member of ALPEX’s DAM/IDM, hereby declare that the applicant/s is fully aware of the ALPEX Rules and Procedures of ALPEX and their associated systems, and that it fully understands their content, having full knowledge of the obligations and consequences arising from the exercise of her/his duties as a Certified Trader of ALPEX.

For the Exchange Member, Click or tap here to enter text.

(Name of Legal Representative(s), Position, Signature)



 (Company Stamp)

For the applicant Click or tap here to enter text.

### [ ]  I declare that I have been informed about the processing of my personal data, in accordance with the information of Appendix I.

For the applicant, Click or tap here to enter text.

### (Name of Applicant, Position, Signature)

 **APPENDIX I**

 **INFORMATION ON THE PROCESSING OF PERSONAL DATA FOR KYC PURPOSES**

**PROVISION OF INFORMATION TO DATA SUBJECTS**

ALPEX, in its capacity as data controller, in accordance with the provisions of the Albanian / Kosovo legislation on the protection of personal data, hereby provides information concerning the personal data processing of the Exchange Member’s key personnel (persons who are authorized to sign application forms regarding Exchange Membership issues, compliance officers, traders, clearers, IT responsible persons) (hereinafter “subjects”), in the way described as below.

 **What kind of data do we collect?**

a) Identification data such as name of Exchange Member and Applicant for TC

b) Contact details such as e-mail address and fixed and mobile telephone number

**Where do we collect your data from?**

The aforementioned data are collected directly from the Exchange Member or the Exchange Member’s appointed subjects.

**Why do we collect your data and how do we process them?**

Personal data collected in the way described above, in accordance with the applicable legal and regulatory framework.

The legal basis of the processing for this purpose is that the processing is necessary in the exercise of official authority and competences vested in ALPEX.

**Who are the data recipients?**

ALPEX employees who are responsible for ALPEX Members’ support, who have been duly informed about the secure processing of your personal data.

In addition, recipients of your data are physical and legal persons to whom ALPEX entrusts the performance of specific tasks on its behalf, such as, among others, system maintenance and technical support providers, software service providers, information security service (e.g., the companies that provide the necessary IT platforms and technical support services).

Furthermore, the recipients of your personal data may be, on a case-by-case basis supervisory, auditing, independent, judicial, public and/or other authorities and bodies within the scope of their statutory responsibilities, duties and powers, when the transfer to them is required by law or provided for by law.

**For how long are the data retained?**

The personal data will be stored by ALPEX for the period of 5 years or for the fulfillment of their purpose, as well as for the necessary period of time required by the legal and/or regulatory authorities or for the time required for ALPEX to exercise its claims and defend its rights and legal interests.

**How can the subjects exercise their rights?**

In order to exercise their rights, the subjects may address ALPEX:

* In writing to: ALPEX Address:

Rruga "Ali Pashë Tepelena", Kati II, Nr. 1, Vip Tower, Prishtinë, Kosovo.

* In writing to: ALPEX Address:

Rruga Liman Kaba, Rezidenca Olympic, Shkalla 3, Kati 1, Zyra 1, Tiranë, Albania.

* Through email to ALPEX: trade@alpex.al

**How are the subjects’ rights protected?**

ALPEX protects the data against accidental or unlawful destruction, loss, alteration, unauthorized disclosure or access and any other form of unlawful processing.