



# CASH DISCLOSURE DECLARATION

For official use

Reference number

## 1. Cash is

entering the European Union (EU) / CY

leaving the EU / CY

## 2. Details of the declarant

First name(s)			Nationality		
Last name(s)			Personal identification number*		
Gender	<input type="checkbox"/> male <input type="checkbox"/> female <input type="checkbox"/> other		Address	street	number
			Street *and number*		
Date of birth	DD MM YYYY		Town		
Place of birth	town	country	Postal / ZIP code*		
ID document	<input type="checkbox"/> passport	<input type="checkbox"/> ID card	<input type="checkbox"/> other(specify)	Country	
ID document number			Telephone number*		
Country of issue			Email address*		
Date of issue	DD MM YYYY				

## 3. Details of the cash

Currency (banknotes and coins)	Value		Currency	Value		Currency
		1)			3)	
	2)			4)		
Bearer negotiable instruments	Type of bearer negotiable instrument			Value	Currency	
Commodities used as highly-liquid stores of value (i.e. gold)	Type	Quantity	Total weight (in grams)	Value	Currency	

## 4. Relationship to the unaccompanied cash (more than one option is possible)

Are you the sender?	<input type="checkbox"/> Yes → Skip Section 5
Are you the <u>sole</u> recipient?	<input type="checkbox"/> Yes → Skip Section 6
Are you the <u>sole</u> owner?	<input type="checkbox"/> Yes → Skip Section 7
Are you the representative of the sender?	<input type="checkbox"/> Yes → Fill in all sections
Are you the representative of the recipient?	<input type="checkbox"/> Yes → Fill in all sections

\*If applicable or available. If not applicable or available, indicate 'N/A'.

5. Sender of the cash					
The sender is a:		<input type="checkbox"/> <b>Natural person</b> → Fill in Subsection 5.A		<input type="checkbox"/> <b>Legal person</b> → Fill in Subsection 5.B	
5.A. The sender is a natural person			5.B. The sender is a legal person		
First name(s)			Name		
Last name(s)			Registration number		
Gender	<input type="checkbox"/> male <input type="checkbox"/> female <input type="checkbox"/> other		Name of register		
Date of birth	DD MM YYYY		Registration country		
Place of birth	town	country	VAT identification number*		
ID document	<input type="checkbox"/> passport	<input type="checkbox"/> ID card	<input type="checkbox"/> other(specify) _____	Economic Operators Registration and Identification (EORI) number*	
ID document number			Address Street* and number*	street	number
Country of issue			Town		
Date of issue	DD MM YYYY		Postal / ZIP code*		
Nationality			Country		
Personal identification number*			Telephone number*		
Address Street* and number*	street	number	Email address*		
Town					
Postal / ZIP code*					
Country					
Telephone number*					
Email address*					

\*If applicable or available. If not applicable or available, indicate 'N/A'.

6. Recipient or intended recipient of the cash			
Is there a sole recipient?	<input type="checkbox"/> Yes, the sole recipient is a natural person		→ Fill in Subsection 6.A
	<input type="checkbox"/> Yes, the sole recipient is a legal person		→ Fill in Subsection 6.B
	<input type="checkbox"/> No, there is more than one recipient or intended recipient		→ Fill in the total number of recipients (or intended recipients) and use additional sheets to fill in their details

6.A. The sole recipient is a natural person	6.B. The sole recipient is a legal person
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First name(s)				Name			
Last name(s)				Registration number			
Gender	<input type="checkbox"/> male <input type="checkbox"/> female <input type="checkbox"/> other			Name of register			
Date of birth	DD MM YYYY			Registration country			
Place of birth	town	country		VAT identification number*			
ID document	<input type="checkbox"/> passport	<input type="checkbox"/> ID card	<input type="checkbox"/> other(specify) _____	Economic Operators Registration and Identification (EORI) number*			
ID document number				Address	street	number	
Country of issue				Street* and number*			
Date of issue	DD MM YYYY			Town			
Nationality				Postal / ZIP code*			
Personal identification number*				Country			
Address				Telephone number*			
Street* and number*	street	number		Email address*			
Town							
Postal / ZIP code*							
Country							
Telephone number*							
Email address*							

\*If applicable or available. If not applicable or available, indicate 'N/A'.

7. Owner of the cash					
Is there a sole owner?	<input type="checkbox"/> Yes, the sole owner is the sender			→ Continue to Section 8	
	<input type="checkbox"/> Yes, the sole owner is the sole recipient			→ Continue to Section 8	
	<input type="checkbox"/> Yes, the sole owner is another natural person			→ Fill in Subsection 7.A	
	<input type="checkbox"/> Yes, the sole owner is another legal person			→ Fill in Subsection 7.B	
	<input type="checkbox"/> No, there is more than one owner			→ Fill in the total number of owners and use additional sheets to fill in their details	
				Total number of owners	<input type="text"/>
7.A. Sole owner is a natural person			7.B. Sole owner is a legal person		
First name(s)	<input type="text"/>			Name	<input type="text"/>
Last name(s)	<input type="text"/>			Registration number	<input type="text"/>
Gender	<input type="checkbox"/> male <input type="checkbox"/> female <input type="checkbox"/> other			Name of register	<input type="text"/>
Date of birth	DD MM YYYY			Registration country	<input type="text"/>
Place of birth	town	<input type="text"/>		country	<input type="text"/>
ID document	<input type="checkbox"/> passport	<input type="checkbox"/> ID card	<input type="checkbox"/> other(specify) _____	VAT identification number*	<input type="text"/>
ID document number	<input type="text"/>			Economic Operators Registration and Identification (EORI) number*	<input type="text"/>
Country of issue	<input type="text"/>			Address Street* and number*	street <input type="text"/> number <input type="text"/>
Date of issue	DD MM YYYY			Town	<input type="text"/>
Nationality	<input type="text"/>			Postal /ZIP code*	<input type="text"/>
Personal identification number*	<input type="text"/>			Country	<input type="text"/>
Address Street* and number*	street	<input type="text"/>		Telephone number*	<input type="text"/>
Town	<input type="text"/>			Email address*	<input type="text"/>
Postal /ZIP code*	<input type="text"/>				
Country	<input type="text"/>				
Telephone number*	<input type="text"/>				
Email address*	<input type="text"/>				

\*If applicable or available. If not applicable or available, indicate 'N/A'.

8. Economic provenance and intended use of the cash (more than one option is possible in Subsection 8.A and 8.B)	
<b>8.A. Economic provenance</b> (this Subsection is filled in when there is only one owner. If there is more than one owner, the information must be filled in using additional sheets. In this case, tick 'other' and specify 'additional sheets')	<b>8.B. Intended use</b> (this Subsection is filled in when there is only one recipient. If there is more than one recipient, the information must be filled in on additional sheets. In this case, tick 'other' and specify 'additional sheets')
<input type="checkbox"/> Labour profits (income, retirement, income from entrepreneurship etc.) <input type="checkbox"/> Capital profits (dividends, investment profits, interest, insurance etc.) <input type="checkbox"/> Sale of real estate property <input type="checkbox"/> Sale of moveable property <input type="checkbox"/> Loan granted by a natural person <input type="checkbox"/> Loan granted by a legal entity (credit institution, bank or company) <input type="checkbox"/> Lottery / gambling <input type="checkbox"/> Gift / donation <input type="checkbox"/> Inheritance <input type="checkbox"/> Shipment between financial institutions <input type="checkbox"/> Other (specify) _____	<input type="checkbox"/> Labour expenses (salary payments, investment business etc.) <input type="checkbox"/> Capital investment (deposits to bank account, insurance payments etc.) <input type="checkbox"/> Funds for purchasing real estate <input type="checkbox"/> Funds for purchasing moveable property <input type="checkbox"/> Repayment of loan granted by a natural person <input type="checkbox"/> Repayment of loan granted by a legal entity (credit institution, bank or company) <input type="checkbox"/> Lottery / gambling <input type="checkbox"/> Charity <input type="checkbox"/> Cash to shipmaster/ board cash <input type="checkbox"/> Shipment between financial institutions <input type="checkbox"/> Other (specify) _____

9. Signature	
<b>I declare that all the details provided are correct. I understand that if the information provided is incorrect or incomplete, the obligation to disclose shall not be deemed fulfilled and I am liable to penalties according to the applicable national legislation.</b>	
Date	DD MM YYYY
Place	town country
Total number of additional sheets used	Name of the signee
Endorsed copy requested	

For official use		
<b>Type of transport</b> <input type="checkbox"/> postal package <input type="checkbox"/> courier package <input type="checkbox"/> air cargo <input type="checkbox"/> sea cargo <input type="checkbox"/> road cargo <input type="checkbox"/> rail cargo <input type="checkbox"/> other	Signature and stamp of the competent authority	
Country of departure		
Country of destination		
Customs declaration		<input type="checkbox"/> Yes <input type="checkbox"/> No
Customs declaration number		
Customs office that carried out the control		

\*If applicable or available. If not applicable or available, indicate 'N/A'.

## NOTES ON COMPLETION

### GENERAL INFORMATION

The obligation to disclose upon request, cash on entering or leaving the EU is part of the EU's strategy to prevent money laundering and to fight terrorism financing. According to the Control of Cash Entering or Leaving the European Union and the Exercising of Intra – Union Cash Controls Law, the obligation to disclose upon request, cash exists during entering or leaving the Republic of Cyprus from or to third country or any other Member State of the European Union.

The disclosure form must be completed where unaccompanied cash of a value of EUR 10 000 or more (or the equivalent in other currencies) is entering or leaving the CY and the competent authority, through which the cash is entering or leaving the CY, require the sender or the recipient of the cash, or a representative thereof, as the case may be, to make a disclosure declaration within a deadline of 30 days [Article 4 of Regulation (EU) 2018/1672 of the European Parliament and of the Council and article 7 of the Control of Cash Entering or Leaving the Republic of Cyprus from or to third country or any other Member State of the European Union].

If the disclosure declaration is not made within the 30 days, or if incorrect or incomplete information is provided, or if the cash is not made available for control, the declarant is not considered to have met their obligation and is liable to penalties under the applicable national legislation.

Information and personal data shall be recorded and processed by the competent authorities and shall be made available to the Financial Intelligence Unit (FIU) in accordance with Article 9 of Regulation (EU) 2018/1672. In the cases referred to in Articles 10 and 11 of that Regulation, the data will also be made available to the authorities mentioned there. The competent authorities of the Member State where the disclosure declaration is submitted act as controllers of the personal data obtained and will keep personal data collected in line with Article 13 of Regulation (EU) 2018/1672, by default for 5 years. The processing of personal data takes place only for the purposes of the prevention and fight against criminal activities. For complete information, including on your rights, see attached privacy statement/ link to Member State data protection online information.

### EXPLANATIONS OF USED TERMS IN ACCORDANCE WITH REGULATION 2018/1672

**Currency** means banknotes and coins that are in circulation as a medium of exchange or that have been in circulation as a medium of exchange and can still be exchanged through financial institutions or central banks for banknotes and coins that are in circulation as a medium of exchange.

**Bearer-negotiable instruments** means instruments other than currency, which entitle their holders to claim a financial amount upon presentation of the instruments without having to prove their identity or entitlement to that amount. Those instruments are:

(a) traveller's cheques; [and]

(b) cheques, promissory notes or money orders that are either in bearer form, signed but with the payee's name omitted, endorsed without restriction, made out to a fictitious payee, or otherwise in such form that title thereto passes upon delivery.

### **Commodities used as highly-liquid stores of value,**

(a) coins with a gold content of at least 90 %; [and]

(b) bullion such as bars, nuggets or clumps with a gold content of at least 99,5 %.

- All fields in the form are mandatory fields and must be completed. Fields in the form marked with an asterisk (\*) must be completed, where applicable or available.
- All parts in white must be completed in block capital letters and dark ink. Forms must not contain crossing out, overwritten words or other alterations.
- Parts marked 'for official use' must remain blank.
- Personal identification number (i.e. personal tax social security or similar unique personal identification number), address, postal code/ZIP code, telephone number and email address must be filled in, if applicable. If not applicable, indicate 'N/A' instead.
- Value Added Tax (VAT) identification number and Economic operator registration and identification number (EORI Number -which is a unique number, across the EU, assigned by a customs authority in a Member State to economic operators involved in customs activities) must be filled in where available. If not available, indicate 'N/A'.
- Where information is not known to the declarant, indicate 'unknown'.
- The form must be completed in one of the official languages of the EU accepted by the competent authorities of the Member State where the declaration is made.

### **Section 1: Entering or leaving the EU / CY**

Tick the appropriate box to indicate if the cash is entering or leaving the EU / CY.

### **Section 2: Details of the declarant**

The declarant's personal data must be filled in this section as they appear on their ID document.

Where the declarant is not legally capable of signing the disclosure, the disclosure is submitted by the declarant's legal representative.

### **Section 3: Details of the cash**

The total amount of cash for which the disclosure has been requested must be filled in this section. 'Cash' is defined under 'General Information'. At least one of the options [(i) currency; (ii) bearer-negotiable instruments or (iii) commodities used as highly-liquid stores of value] must be filled in.

If there is insufficient space on the disclosure form, the additional sheets must be used to provide the details of the cash. All information provided constitutes one disclosure and all additional sheets must be numbered and signed.

### **Section 4: Relationship to unaccompanied cash**

Tick the relevant boxes to identify the status of the declarant and their relationship to the cash. More options are possible.

### **Section 5: Sender of the cash**

The information about the sender of the cash must be included in this section, if the declarant is not the sender of the cash. Tick the box to indicate if the sender is a natural person or a legal person. The information about the sender must be filled in Subsection 5.A (for a natural person) or Subsection 5.B (for a legal person). If the sender is a natural person, the personal details must be filled in as they appear on their ID document.

### **Section 6: Recipient or intended recipient of the cash**

#### **One recipient only**

When the declarant is not the sole recipient of the cash, information on the recipient or the intended recipient of the cash must be included in this section.

Tick the appropriate box to indicate if there is a sole recipient of the cash and if they are a natural person or a legal person. The information on the sole recipient must be filled in Subsection 6.A (for a natural person) or Subsection 6.B (for a legal person). If the recipient or intended recipient is a natural person, the personal details must be filled in as they appear on their ID document.

#### **More than one recipient or intended recipient**

If there is more than one recipient or intended recipient, the total number of recipients or intended recipients must be filled in the appropriate box. For each additional recipient or intended recipient, separate additional sheets must be filled in, giving their details, the amount of cash to be received and its intended use. All information provided constitutes one disclosure and all additional sheets must be numbered and signed.

### **Section 7: Owner of the cash**

#### **One owner only**

If the sole owner of the cash is not the sender or the sole recipient of the cash, the details of the sole owner must be included in this section.

Tick the appropriate box to indicate if there is a sole owner of the cash and if the sole owner is a natural person or a legal person. The details of the sole owner must be filled in Subsection 7.A (for a natural person) or Subsection 7.B (for a legal person). If the owner is a natural person, the personal details must be filled in as they appear on their ID document.

#### **More than one owner**

If there is more than one owner, the total number of owners must be filled in the appropriate box. For each additional owner, separate additional sheets must be filled in, giving their details, the amount of cash owned, its economic provenance and its intended use. All information provided constitutes one disclosure and all additional sheets must be numbered and signed.

### **Section 8: Economic provenance and intended use of the cash**

**Subsection 8.A** must always be filled in, if there is a sole owner to indicate the relevant economic provenance.

**Subsection 8.B** must always be filled in if there is a sole recipient to indicate the intended use of the cash.

It is possible to select more than one option in each Subsection. If no option is applicable, then tick the box 'other' and specify the details.

If there is more than one owner or more than one recipient (or intended recipient), the information about the economic provenance and intended use of the cash for the owners and/or the recipients (or intended recipients) must be filled in on additional sheets as mentioned above. In this case, tick the box 'other' and specify 'additional sheets'.

**Section 9: Signature**

Enter the date, place, name and sign the disclosure. Indicate the total number of additional sheets used. If none has been used, indicate zero (0). The declarant can tick the appropriate box to request an endorsed copy of the disclosure.