



THE COUNCIL OF LATVIJAS BANKA

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for information purposes only.  
The original document is in Latvian.*

25 August 2025  
Rīga

Procedure (internal regulation) No 519/1

**Latvijas Banka's Procedure for the Use of the  
Instant Verification Service**

Issued pursuant to Clause 2 of  
Paragraph one of Section 72  
of the State Administration  
Structure Law

1. "The Rules for the Use of the Instant Verification Service" (Appendix 1) and the sample agreement "On the Use of the Instant Verification Service" (Appendix 2) are hereby adopted and approved.

2. The Procedure shall take effect on 5 October 2025.

Deputy Governor of Latvijas Banka

Māris Kālis

## **Rules for the Use of the Instant Verification Service**

### **I. General Provisions**

1. The "Rules for the Use of the Instant Verification Service" (hereinafter, the Rules) shall establish the procedure for the use of the Instant Verification Service (hereinafter, the IVS) and the mutual rights and obligations of a user of the IVS and Latvijas Banka.

2. Terms used in the Rules:

2.1. Business Identifier Code (BIC) – a code as defined by the international standard ISO 9362;

2.2. EPC VOP request – the Verification Of Payee request sent or received according to the Verification Of Payee Scheme Rulebook approved by the European Payments Council (hereinafter, the VOP Scheme Rulebook);

2.3. EPC VOP response – the Verification Of Payee request response sent or received according to the VOP Scheme Rulebook;

2.4. Functional Specifications of the IVS – a technical documentation published on Latvijas Banka's website that details an IVS user's interaction with the IVS;

2.5. IVS database – a list of IBANs (International Bank Account Number) and corresponding names and identifiers provided by an IVS user for matching on behalf of the IVS user in accordance with the Functional Specifications of the IVS.

2.6. IVS VOP request – the Verification Of Payee request sent or received according to the Functional Specifications of the IVS;

2.7. IVS VOP response – the Verification Of Payee response sent or received according to the Functional Specifications of the IVS;

2.8. IVS user – a payment service provider, including a participant of the EKS, the electronic clearing system of Latvijas Banka (hereinafter, the EKS), which has applied for using the IVS and has received the consent of Latvijas Banka in compliance with the procedure established in Chapter III herein.

3. Latvijas Banka shall establish and maintain the IVS to support IVS users in meeting their legal obligations stemming from Regulation (EU) 2024/886<sup>1</sup> of the European Parliament and of the Council of 13 March 2024 amending Regulations (EU) No 260/2012 and (EU) 2021/1230 and Directives 98/26/EC and (EU) 2015/2366 as regards instant credit transfers in euro (hereinafter, Regulation 2024/886) in relation to prevention of fraudulent transactions by enabling IVS users to provide their clients – payment service users – with a service that ensures the verification of the payee's IBAN against the provided name or identifier. The IVS offers the following IVS services:

3.1. the routing service in compliance with the provisions of Chapter IV herein;

3.2. the matching service, including an option to use the IVS database and caching, in compliance with the provisions of Chapter V herein;

3.3. the information service in compliance with the provisions of Chapter VI herein.

4. An IVS user shall choose the IVS service to be used by providing the Static Data Registration Form (Appendix 1.1). An IVS user may choose to use the routing service or the routing and matching services. An IVS user may access the IVS with one or several

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<sup>1</sup> OJ L 886, 19.03.2024, p. 1

BICs registered for the IVS user (hereinafter, the registered BIC). Information service shall be provided to all IVS users.

## **II. Key Requirements for the Use of the IVS**

5. The IVS service is used to enable IVS users to be able to provide their clients with a verification of the payee's IBAN against the name or identifier, based on information provided by other IVS users or other participants of the EPC VOP Scheme, and to respond to requests for verification of the payee's IBAN against the name or identifier. The IVS user ensures that IVS services are used in accordance with the requirements set out in Regulation 2024/886 regarding the timing and performance time of the verification of the payee's name and IBAN.

6. In relation to each BIC registered by an IVS user, and upon its request, Latvijas Banka shall grant it two licences of the advanced security system for an online communication connection in accordance with Latvijas Banka's regulation stipulating the procedure for electronic information exchange with Latvijas Banka.

7. For the purpose of authenticating EPC VOP requests, an IVS user shall upload its qualified website authentication certificate (hereinafter, the QWAC certificate) that complies with the VOP Scheme rulebook in accordance with the regulation of Latvijas Banka establishing the procedure for electronic information exchange with Latvijas Banka by using an advanced security system and shall ensure that it is valid at all times.

8. The QWAC certificate, which is uploaded to the secure system provided by Latvijas Banka for the use in EPC VOP requests, shall comply with the VOP Scheme Rulebook and be used solely for authentication purposes in relation to the IVS. It shall not be associated with payment initiation, shared with third parties, or used for any other purposes outside the scope of the IVS.

9. Technical specifications and instructions for information exchange with the IVS shall be set out in the Functional Specifications of the IVS. Where a message or file that is not compliant with the instructions set out in the Functional Specifications of the IVS is received from an IVS user, the IVS shall reject such a message or file and send a rejection message informing the IVS user that the message or file cannot be processed.

10. The IVS shall be available to IVS users online on a non-stop basis (all day every day).

11. An IVS user shall ensure a continuous (all day every day) connection to the IVS.

12. Latvijas Banka shall ensure that any new information submitted by an IVS user for entry into the IVS database becomes available immediately after its entry and is no longer available immediately after its deletion.

13. Latvijas Banka shall ensure that IVS users are able to exchange EPC VOP requests and EPC VOP responses according to the VOP Scheme Rulebook with entities other than IVS users that have joined the VOP Scheme.

14. An IVS user shall ensure that it is registered in the EPC Directory Service (hereinafter, the EDS directory) according to the VOP Scheme Rulebook.

15. An IVS user shall delegate to Latvijas Banka management of the EDS directory data on behalf of the IVS user. Latvijas Banka shall perform the update of the EDS directory data on behalf of the IVS user based on the data submitted by providing the Static Data

Registration Form (Appendix 1.1) and technical details of Latvijas Banka as routing and verification mechanism.

16. An IVS user shall represent and warrant to Latvijas Banka that the performance of its obligations under the Rules does not breach any applicable laws and regulations or by-laws, or any agreement binding on it.

17. Latvijas Banka and an IVS user shall be aware of and fulfil all their obligations according to the laws and regulations on personal data protection.

18. Latvijas Banka and an IVS user shall act as data controllers with respect to the processing of the personal data of the IVS user's customers, performed to carry out the task referred to in Paragraph 3 herein. The IVS user shall act as a data controller with respect to the personal data submitted to and received from the IVS. Latvijas Banka in its capacity as the operator of the IVS shall act as a data controller with respect to the personal data submitted to the IVS and to be provided from the IVS, ensuring their integrity and consistence with the current information submitted by the IVS user to the IVS.

19. An IVS user shall undertake to participate in the tests organised by Latvijas Banka and to address any issues related to the use of the IVS.

20. Latvijas Banka shall maintain a list of IVS users and publish it on Latvijas Banka's website.

21. An IVS user agrees that Latvijas Banka shall publish its name, BIC, and the contact details of its Data Controller.

### **III. Procedure for Applying for the Use of the IVS and Consent by Latvijas Banka**

22. Any payment service provider that has adhered to the VOP Scheme may become an IVS user.

23. To become an IVS user, the payment service provider shall fulfill the following legal requirements:

23.1. it shall enter into an agreement "On the Use of the IVS" with Latvijas Banka, unless it has already entered into an agreement on participation in the EKS and is a participant of the EKS;

23.2. it shall fill in and submit the Static Data Registration Form (Appendix 1.1), the Data Controller Form (Appendix 1.2), and the Contact Persons Form (Appendix 1.3) to Latvijas Banka;

23.3. it shall adhere to the VOP Scheme.

24. Prior to starting to use the IVS, an IVS user shall fulfil the following technical requirements:

24.1. install, manage, operate, monitor and ensure the security of the IT infrastructure necessary for using the IVS;

24.2. pass the tests required by Latvijas Banka;

24.3. become registered in the EDS directory;

24.4. upload its QWAC certificate to the secure system provided by Latvijas Banka.

25. Latvijas Banka may also request any other information it deems necessary to decide on the consent to the use of the IVS.

26. Latvijas Banka shall communicate its decision on the consent to the use of the IVS within one month of the day when legal requirements referred to in Paragraph 23 herein, to the extent applicable, and technical requirements referred to in Paragraph 24 herein have been fulfilled. Where Latvijas Banka requests further information pursuant to Paragraph 25 herein, it shall communicate its decision on the consent to the use of the IVS within one month of the day when Latvijas Banka has received the above information. In the event of refusal, Latvijas Banka shall state the reason thereof.

#### **IV. Routing Service**

27. An IVS user shall send IVS VOP request messages and IVS VOP response messages to the IVS in compliance with the requirements indicated in the Functional Specifications of the IVS and the information obtained from the EDS directory. Non-compliant messages shall be rejected.

28. The IVS shall route IVS VOP request messages and IVS VOP response messages between IVS users in accordance with the Functional Specifications of the IVS.

29. The IVS shall check EPC VOP request messages sent by the participants of the VOP Scheme other than the IVS users against the information indicated in the EDS directory and, upon successful validation, shall route them to the IVS user in accordance with the Functional Specifications of the IVS. Requests that fail validation against the information available in the EDS directory shall be rejected.

30. When an IVS VOP response message contains a matching result, the IVS shall route a response to the requesting payment service provider. When an IVS VOP response message from an IVS user does not contain a matching result, the IVS shall perform matching in accordance with Chapter V herein and provide a response to the requesting payment service provider.

31. When an IVS VOP response message is addressed to a payment service provider not using the IVS, the IVS shall route it as an EPC VOP response message in compliance with the VOP Scheme Rulebook.

32. When an IVS VOP request message is addressed to a payment service provider not using the IVS, the IVS shall route it as an EPC VOP request message in compliance with the VOP Scheme Rulebook and according to the information obtained from the EDS directory.

33. An IVS shall verify that incoming EPC VOP request messages and EPC VOP response messages, when received from payment service provider not using the IVS, are compliant with the VOP Scheme Rulebook and the information obtained from the EDS directory, and shall route them to the IVS user. Non-compliant messages shall be rejected.

34. The IVS shall provide an IVS user with a daily local copy of the EDS directory file according to the Functional Specifications of the IVS.

35. IVS VOP requests shall not be routed to those IVS users who have opted to use the IVS database, nor to those IVS users that have opted to use caching and who receive repeated IVS VOP requests or EPC VOP requests for the same IBAN until 23.59 Coordinated Universal Time (hereinafter, UTC). The IVS shall perform matching and provide a response to the requesting payment service provider on behalf of the IVS user in accordance with Chapter V herein.

36. An IVS user shall exchange information with the IVS through online communication in accordance with Latvijas Banka's regulation stipulating the procedure for electronic information exchange with Latvijas Banka by using an advanced security system and the Functional Specifications of the IVS.

37. Where no valid user keys of the advanced security system for online communication are available to the IVS user or online communication is lost for any other reason, the IVS messages and files prepared by the IVS shall become available immediately after the IVS user has restored the validity of its user key and re-established online communication.

## **V. Matching Service**

38. The IVS shall perform matching of an IBAN in combination with the name or the identifier indicated in the IVS VOP request message or the EPC VOP request message against the data for the respective IBAN provided by an IVS user to the IVS in the form of an IVS VOP response message or via the IVS database, if the IVS user has opted for the IVS database option in the Static Data Registration Form (Appendix 1.1), in accordance with the Functional Specifications of the IVS. The IVS shall provide a response on behalf of the IVS user to the requesting payment service provider.

39. For an IVS user that has opted for caching in the Static Data Registration Form (Appendix 1.1), the IVS shall cache the data for the respective IBAN provided by the IVS user in the form of an IVS response until 23.59 (UTC), and use it for matching the subsequent requests for the respective IBAN.

40. An IVS user that has opted for the IVS database option in the Static Data Registration Form (Appendix 1.1) shall send the IVS database file to the IVS in accordance with the Functional Specifications of the IVS and in compliance with the instructions regarding submission time provided by Latvijas Banka to the e-mail address indicated in the IVS user's Contact Persons Form (Appendix 1.3).

41. The IVS shall provide an IVS user with the status of the IVS database file processing as soon as the processing is completed in the form of an IVS database management status message. In case of non-compliance with the Functional Specifications of the IVS, the IVS database file sent by the IVS user shall be rejected.

42. In order to create a new IVS database record or amend an existing one, an IVS user shall send a new IVS database record submission message in accordance with the Functional Specifications of the IVS.

43. In order to remove an IVS database record, an IVS user shall send an IVS database record removal request message in accordance with the Functional Specifications of the IVS.

44. IVS database changes initiated in accordance with Paragraphs 42 and 43 shall become effective as of the timestamp indicated in the IVS database management status message.

45. An IVS user shall ensure that its customer has received information on personal data processing carried out in the scope of the IVS.

## **VI. Information Service**

46. Each day the IVS shall provide IVS users with a daily IVS Report for the previous day in accordance with the Functional Specifications of the IVS.

47. The IVS shall provide an online IVS search tool in accordance with the Functional Specifications of the IVS.

## **VII. Cooperation and Information Exchange**

48. Latvijas Banka shall establish and maintain an IVS support desk to assist IVS users encountering difficulties related to the IVS operation.

49. To ensure rapid exchange of information on any matters related to the IVS, including in the case of abnormal external events and any operational failures related to the IVS or an IVS user, the IVS user and Latvijas Banka shall notify each other of the list of their contact persons, indicating their telephone numbers and e-mail addresses. The IVS user shall notify about the list of contact persons by submitting the Contact Persons Form (Appendix 1.3). The IVS user and Latvijas Banka shall immediately notify each other of any changes in the above list of contact persons by sending an e-mail to the e-mail address indicated in the respective list of contact persons. The contact person of the IVS user indicated in the Contact Persons Form (Appendix 1.3) shall have the right to update the information included in the respective form.

50. An IVS user shall timely update the Static Data Registration Form (Appendix 1.1) and may request changes in the IVS usage options by filling in and submitting the respective form (Appendix 1.1). Latvijas Banka shall set the date from which the changes take effect in the IVS and notify the IVS user by sending an e-mail to the e-mail address indicated in the IVS user's Contact Persons Form (Appendix 1.3).

51. An IVS user shall ensure a timely update of the information included in the Data Controller Form (Appendix 1.2).

## **VIII. Evidence**

52. Latvijas Banka shall keep the information exchanged with the IVS for a period of 14 months following its processing in the IVS and shall provide it to the IVS user upon its request.

53. An IVS user may request from Latvijas Banka the information exchanged with the IVS regarding the IVS user's customer, and Latvijas Banka shall provide the requested information to the IVS user within two business days.

54. Latvijas Banka's records (whether kept as paper-based documents or electronic records) shall serve as evidence of any obligations of the IVS user and of any facts and events that the parties rely on.

## **IX. Termination of Access to the IVS**

55. An IVS user may discontinue using the IVS services at any time by giving at least a 14-business-day notice thereof, unless it agrees on a shorter notice period with Latvijas Banka. To discontinue to use the IVS services, the IVS user shall fill in and submit the Static Data Registration Form (Appendix 1.1) to Latvijas Banka. The IVS user shall remove from the EDS directory the delegation granted to Latvijas Banka for managing EDS directory data on behalf of the IVS user, as of the day when it discontinues using IVS services.

56. Latvijas Banka shall terminate access to the IVS, where an IVS user:

56.1. is no longer a participant of VOP Scheme;

56.2. is in material breach of the Rules, inter alia, fails to participate in the tests held by Latvijas Banka or has not paid the fee referred to in Paragraphs 62, 63 and 64 herein.

57. Where Latvijas Banka terminates an IVS user's access to the IVS pursuant to Paragraph 56 herein, Latvijas Banka shall make respective changes in the IVS and the EDS directory and immediately notify the IVS user to that effect. The IVS user shall remove from the EDS directory the delegation granted to Latvijas Banka for managing EDS directory data on behalf of the IVS user.

58. Upon the termination of an IVS user's participation in the EKS, its access to the IVS shall be terminated simultaneously.

59. Where an IVS user terminates its participation in the EKS and is willing to continue using the IVS, in order to ensure continuous usage of the IVS it shall conclude an agreement "On the Use of the IVS" with Latvijas Banka before termination of its participation in the EKS.

60. In the event that Latvijas Banka discontinues maintenance of the IVS, it shall be obliged to inform IVS users thereof three months in advance, unless an agreement on a different notice period has been reached with IVS users.

61. All relevant information submitted by an IVS user to the IVS database shall be deleted simultaneously with the termination of the IVS user's access to the IVS. Where the IVS user's access to the IVS has been terminated for a certain registered BIC, all information entered into the IVS database with the above registered BIC shall be deleted from the IVS database.

## **X. Fee for the Use of the IVS and its Application**

62. An IVS user shall pay Latvijas Banka a monthly fee of EUR 200.00 (by applying the respective value added tax rate) for the use of the IVS per registered BIC in case it provides individual answers to IVS requests.

63. An IVS user shall pay Latvijas Banka a monthly fee of EUR 350.00 (by applying the respective value added tax rate) for the use of the IVS per registered BIC in case it provides the IVS database to the IVS.

64. An IVS user shall pay Latvijas Banka a fee of EUR 0.0001 (by applying the respective value added tax rate) for each IVS VOP request and IVS VOP response sent by the IVS user above 500 000 requests and responses per month by each registered BIC.

65. Latvijas Banka shall send an IVS user an invoice for the previous month, specifying the fees to be paid, no later than on the ninth business day of the month.

66. Where an IVS user is a participant of TARGET-Latvija system, Latvijas Banka shall debit the invoice amount from the relevant IVS user's Real-time gross settlement dedicated cash account in TARGET-Latvija system no later than on the fourteenth business day of the respective month.

67. An IVS user, who is not a participant of TARGET-Latvija system, shall credit the invoice amount in accordance with the payment details specified by Latvijas Banka no later than on the fourteenth business day of the respective month.

## **XI. Liability Regulation**

68. An IVS user shall ensure that the information provided to the IVS is accurate and true and that the update or deletion of information from the IVS database is requested in a timely manner. Latvijas Banka shall not be liable for any loss resulting from incorrect or false information submitted by an IVS user to the IVS, or from an IVS user's failure to request the update or deletion of the information from the IVS database in a timely manner.

69. In accordance with the VOP Scheme Rulebook and Regulation 2024/886 an IVS user shall retain the sole liability for the matching result provided by the IVS on behalf of the IVS user.

70. Latvijas Banka shall not be liable for any loss resulting from any malfunction or failure in the technical infrastructure (including but not limited to Latvijas Banka's information system infrastructure, programmes, data and networks), if such malfunction or failure arises in spite of Latvijas Banka having adopted those measures that are reasonably necessary to protect such infrastructure against malfunction or failure, and to resolve the consequences of such malfunction or failure.

71. Latvijas Banka shall not be liable:

71.1. for any loss caused by an IVS user;

71.2. for any loss arising out of external events beyond Latvijas Banka's reasonable control.

72. In the case of a personal data breach that could pose a high risk to individuals' rights and freedoms, Latvijas Banka shall, without undue delay, notify IVS users thereof.

## **XII. Confidentiality**

73. Latvijas Banka and any IVS user shall keep the information provided to and received from the IVS confidential, unless such disclosure is required under the applicable laws and regulations.

74. An IVS user may use the available information related to the IVS operation only for the purposes stated herein. An IVS user shall keep such information confidential, unless Latvijas Banka has explicitly given its written consent to disclose.

75. By way of derogation from Paragraph 73 herein, an IVS user agrees that Latvijas Banka may disclose consolidated information regarding the IVS user obtained in the course of the operation of the IVS without disclosing the individual data of the IVS user's customers, to the extent that this is necessary for the performance of the tasks of the supervisory authorities or central banks in accordance with the applicable legal acts. Latvijas Banka shall not be liable for any financial and commercial consequences of such disclosure.

## **XIII. Notices**

76. Except where otherwise provided for by the Rules, all notices required or permitted pursuant to the Rules shall be sent by way of an electronic document signed with a secure electronic signature and accompanied by a timestamp (hereinafter, an electronic document) or by way of a signed paper document. Notices to Latvijas Banka shall be addressed to the Head of the Payment Systems Department of Latvijas Banka and emailed to the official electronic address of Latvijas Banka (hereinafter, the e-address) or to the e-

mail address info@bank.lv, or delivered by post to the postal address, or submitted at K. Valdemāra iela 2A, Riga, LV-1050, Latvia. Latvijas Banka shall send notices to an IVS user to the IVS user's e-address, e-mail address or the address indicated to Latvijas Banka by the IVS user and updated on a regular basis.

77. To prove that a notice has been sent, it shall be sufficient to prove that the notice in the form of a paper document was delivered to the respective address or that the envelope containing such a notice was properly addressed and posted, or such a notice in the form of an electronic document was sent to the e-address or e-mail address.

78. All notices shall be given in Latvian. Notices may be given in English if the IVS user is incorporated in the country other than the Republic of Latvia.

79. An IVS user shall be bound by all documents which it has submitted to Latvijas Banka in compliance with Paragraphs 76 and 77 herein and which Latvijas Banka reasonably believes to have been received from the IVS user, its employees or agents.

#### **XIV. Third Party Rights**

80. Any rights, interests, obligations, responsibilities and claims arising from the Rules shall not be transferred, pledged or assigned by an IVS user to any third party without Latvijas Banka's written consent.

81. The present Rules do not create any rights in favour of or obligations in relation to any entity other than Latvijas Banka and an IVS user.

#### **XV. Governing Law, Jurisdiction and Court**

82. The bilateral relationship between Latvijas Banka and an IVS user shall be governed by the laws and regulations of the Republic of Latvia.

83. The place of court regarding the legal relationship between Latvijas Banka and an IVS user shall be Riga, Latvia.

#### **XVI. Final Provisions**

84. Latvijas Banka shall have the right, at any time, to unilaterally amend the agreement "On the use of the IVS" concluded between Latvijas Banka and an IVS user, the Rules and appendices hereto (hereinafter, the "amendments"). Notifications of any amendments shall be furnished in writing. Amendments shall be deemed accepted by an IVS user who is not an EKS participant unless it expressly objects within 14 days of being informed of such amendments. Where an IVS user who is not an EKS participant objects to the amendments, Latvijas Banka shall be entitled to terminate the IVS user's access to the IVS immediately.

85. Latvijas Banka shall inform an IVS user in a timely manner before making any amendments to the Functional Specification of the IVS published on the website of Latvijas Banka.

86. Where any provision in the Rules becomes invalid, this shall not prejudice the applicability of other provisions hereof.

87. By using the IVS, an IVS user automatically agrees to the Rules regarding the relationship between the IVS user and Latvijas Banka.

88. Termination of access to the IVS shall not release an IVS user from the full performance of its obligations under the Rules.

**Static Data Registration Form**

**THE TIMESTAMP OF THE ELECTRONIC SIGNATURE  
BEARS THE DATE OF SIGNING THE DOCUMENT**

Preferred activation date		Date of joining the VOP Scheme	
Production environment	<input type="checkbox"/>	Testing environment	<input type="checkbox"/>

<b>Name of the IVS user</b>	
VAT identification number	
Registration number	
E-mail for reception of invoices	

New	<input type="checkbox"/>	Modify	<input type="checkbox"/>	Delete	<input type="checkbox"/>
Registered BIC					
<b>Name</b>					
<b>Application for</b>					
Routing Service					<input type="checkbox"/>
Routing Service and Matching Service *					<input type="checkbox"/>
	Database				<input type="checkbox"/>
	Cache				<input type="checkbox"/>

**Details for Entry in the EDS directory**

<b>NAN (National Authorisation Number)</b>											
Requesting payment service provider					<input type="checkbox"/>	Responding payment service provider **					<input type="checkbox"/>
INACNO	<input type="checkbox"/>	VERLEI	<input type="checkbox"/>	VERBIC	<input type="checkbox"/>	VCBANK	<input type="checkbox"/>	VCCBID	<input type="checkbox"/>	VCCHID	<input type="checkbox"/>
VCCINC	<input type="checkbox"/>	VCCOID	<input type="checkbox"/>	VCCUST	<input type="checkbox"/>	VCDUNS	<input type="checkbox"/>	VCEMPL	<input type="checkbox"/>	VCGS1G	<input type="checkbox"/>
VCSRET	<input type="checkbox"/>	VCTXID	<input type="checkbox"/>	VCPROP	<input type="checkbox"/>						
<b>Operational contacts email</b>											

**THE DOCUMENT HAS BEEN SIGNED ELECTRONICALLY AND COMPRISES A  
TIMESTAMP**

\_\_\_\_\_  
(name, surname and position of the person having the right to represent the IVS user)

\* This service shall not be used by the IVS user selecting INACNO option for the entry in the EDS directory

\*\* Can not be selected by the Payment Initiation Service Provider

**Data Controller Form****THE TIMESTAMP OF THE ELECTRONIC SIGNATURE  
BEARS THE DATE OF SIGNING THE DOCUMENT**

Name of the Data Controller <sup>1</sup>	
Contact details of the Data Controller for questions related to data protection <sup>1</sup>	
Name, surname and contact details of the Data Controller's data protection officer	

**THE DOCUMENT HAS BEEN SIGNED ELECTRONICALLY AND COMPRISES A  
TIMESTAMP**


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(name, surname and position of the person having the right to represent the IVS user)

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<sup>1</sup> The information will be published on Latvijas Banka' website.

**Contact Persons Form**

**THE TIMESTAMP OF THE ELECTRONIC SIGNATURE  
BEARS THE DATE OF SIGNING THE DOCUMENT**

Date	
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<b>Name of the IVS user</b>	
Registered BIC	

List of contact persons

<b>Name or function of the contact person</b>	Phone number	E-mail	Available all day every day
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

**THE DOCUMENT HAS BEEN SIGNED ELECTRONICALLY AND COMPRISES A  
TIMESTAMP**

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(name, surname and position of the person having the right to represent the IVS user)

Deputy Governor of Latvijas Banka

Māris Kālis

SAMPLE

**THE TIMESTAMP OF THE ELECTRONIC SIGNATURE  
BEARS THE DATE OF SIGNING THE DOCUMENT**

AGREEMENT No \_\_\_\_\_

**On the Use of the IVS**

Latvijas Banka represented by \_\_\_\_\_

(position, name and surname of the representative)

acting under \_\_\_\_\_,

(basis for the powers of representation)

on the one side, and \_\_\_\_\_

(name)

(hereinafter, the User) represented by \_\_\_\_\_

(position, name and surname of the representative)

acting under \_\_\_\_\_,

(basis for the powers of representation)

on the other side (hereinafter both collectively referred to as the "Parties"), enter into the following agreement (hereinafter, the Agreement).

1. The User shall apply for using the Instant Verification Service (hereinafter, the IVS) in accordance with the "Rules for the Use of the IVS" approved by the Council of Latvijas Banka (hereinafter, the IVS Rules).

2. Where Latvijas Banka accepts the application for the use of the IVS, the User shall agree to act in accordance with the IVS Rules.

3. Where Latvijas Banka rejects the User's application for the use of the IVS or where the IVS user's access to the IVS is terminated pursuant to the IVS Rules, the Agreement shall also become invalid at the same time.

4. The Agreement shall take effect on \_\_\_\_\_ and shall be valid for an indeterminate period of time.

5. The Agreement is prepared as an electronic document on \_\_ (\_\_\_\_) pages.

6. Registered addresses and banking details of the Parties

6.1. Latvijas Banka: K. Valdemāra iela 2A, Rīga, LV-1050; e-mail: info@bank.lv; registered with the Register of VAT payers of the Republic of Latvia with No. LV90000158236. Settlement account with Latvijas Banka: No LV35 LACB 0EUR 17505 0100, BIC LACBLV2X.

6.2. The User: \_\_\_\_\_

Latvijas Banka

The User

**THE DOCUMENT HAS BEEN SIGNED ELECTRONICALLY AND COMPRISES A  
TIMESTAMP**

\_\_\_\_\_  
(name and surname)

\_\_\_\_\_  
(name and surname)

Deputy Governor of Latvijas Banka

Māris Kālis