

## APPOINTMENT OF LEGAL ENTITY APPOINTED REPRESENTATIVE FORM

Before designating the Legal Entity Appointed Representative, please, read carefully all the document. It gives a detailed overview of the implications of designating a LEAR and the acts a LEAR can perform on behalf of your entity.

Should you have any questions regarding the process or any other topic concerning the LEAR and the verifiable credentials generated by the Marketplace, please contact us at [legal.helpdesk@dome-markeplace.org](mailto:legal.helpdesk@dome-markeplace.org).

You may also wish to read the [Practical Considerations for Entities on the appointment of Legal Entity Appointed Representative Form](#) where you can find some useful additional information.

**NOTE:** you must only modify the fields where the input of specific information is needed. Should you modify any other section, sentence or portion of the document, your onboarding request may not be approved.

### LEAR APPOINTMENT FORM

Date: *[select date in YYYY MM DD format]*

Subject: designation of legal entity appointed representative (LEAR) in DOME Marketplace

I, the undersigned,

Name	
Surname	
ID card number	
email	

acting, as legal representative, for and on behalf of:

Entity full legal name	
Registered office full address	

Country of incorporation <sup>1</sup>	
Tax ID number	

(hereinafter, the Company)

after having read and understood the information below concerning the designation and the powers of a LEAR within the DOME Marketplace, do hereby designate as the LEAR of Company:

Name	
Surname	
ID card number	
Complete postal professional address	
Email:	

### **ROLE AND POWERS OF THE LEAR**

The Legal Entity Appointed Representative (hereinafter, the LEAR) is the person that any entity willing to onboard on the DOME Marketplace (hereinafter, the Marketplace) must designate to act, within the scope of the operation of the Marketplace, as the representative of the entity.

Designating a LEAR is the first step of the onboarding process of the Marketplace.

The LEAR will be responsible for providing and checking that all the information concerning the entity is accurate and remains up to date at any time.

The LEAR must have all the capacity and powers to legally represent and bind your entity she/he represents for:

- Signing contracts on behalf of the Company for the sale or lease of the entity's products and services of whatever nature;
- Signing contracts on behalf of the Company for the purchase of goods and services of whatever nature from third parties;
- Represent the Company before any other third party, be it an individual, a

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<sup>1</sup> For designating the country of incorporation, please use the two-letter country code. You can find such code [here](#).

- private entity or any public entity or public authority in any kind of proceedings, regardless of their nature (e.g., informal complaints, arbitration proceedings, jurisdictional proceedings, mediation, negotiation, administrative proceedings, etc.), either as claimant or defendant or interested party or otherwise;
- Accept payments in whichever form on behalf of the Company;
  - Order payments on behalf of the Company;
  - Make declarations on behalf of the entity, including the submission of offers or proposals (e.g., making a description of cloud or edge services in the Marketplace);
  - Settling any complaint, claim or dispute on behalf of the Company;
  - Delegate any of those faculties to other individuals.

Once the LEAR is correctly registered in the Marketplace, the system will generate for her/him a verifiable credential that univocally identifies the LEAR within the Marketplace and enables her/him to digitally sign documents and perform some actions in a secure and non-repudiable fashion vis-à-vis the Marketplace.

The LEAR will be entitled to delegate some of its faculties to other individuals, who will normally belong to your Company's organisation. Those delegated persons will also have verifiable credentials enabling them to act within the Marketplace on behalf of your Company within the scope of the delegation. The delegated persons shall not be entitled to further delegate any of their powers and/or faculties.

The Company shall be bound by any act or omission performed by the LEAR or the delegated representatives.

The contract with the Marketplace must be signed either by the LEAR or by the legal representative of the Company.

The appointment of the LEAR is indefinite in time. Nonetheless, the Company can change its LEAR at any moment. Any acts, actions or omissions performed by the former LEAR will still be valid and binding on the Company represented by the LEAR.

A single Company can appoint more than one LEAR at the same time.

It is the responsibility of the Company to revoke the designation of an individual as LEAR or as a delegated individual vested with powers to legally bind the entity within the scope of operation of the Marketplace once the Company does not wish to be represented within the Marketplace by such individuals.

The LEAR(s) of the Company are the people who will have to manage the delegation and revocation of powers to Account Operators.

There can be a delay between the decision to revoke the representation powers of a LEAR and its actual cancellation in the system. Therefore, in the meantime, when revoking the appointment of a LEAR, the Company should take internal steps to

control that the LEAR cannot perform any action that may cause any prejudice to your Company or adversely.

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In witness whereof I sign this appointment letter on the date set at the beginning of the letter.

For and on behalf of Company

Acceptance of the appointment by the LEAR

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Signed: Mr./Mrs. *[insert complete name and surname of the legal representative of Company]*

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Accepted

Signed: Mr./Mrs. *[insert name and surname of the LEAR]*