**Letter regarding the Posting of Workers in the Republic of Cyprus**

According to the “Posting of Workers in the Framework of the Provision of Services Law” (No.63(I) of 2017), as per the provisions of sections 4 (2)(a) and 11(1) :

**A) Information about the business**

(i)The name or business name of the undertaking, its registered office, address, and legal form.

|  |  |
| --- | --- |
| Name | xxx |
| Address | xxx |
| Legal form | xxx |
| Tax Reg. No | xxx |

(ii) the details of the legal representative of the enterprise, as well as the details of the representative of the enterprise in the Republic, if such a representative exists, during the provision of services.

Contact details of the representative, Mr./Mrs. XXXXXXXXXXX XXXXXXXXXXXXXX, for business and other management advice are:

Contact tel: XXXXXXXXXXXXXXXX

Email: XXXXXXXXXXXXXXXXX

(iii) the address of the place or places where the posted workers will carry out their work, as well as the name or business name, registered office, address and legal form of the enterprise or enterprises to which the posted workers will carry out their work.

|  |  |
| --- | --- |
| Address of the work site in Cyprus | xxx |
| Name of the client | xxx |
| Address | xxx |
| Legal form | xxx |
| Tax Reg. No  | xxx |
|  | xxx |

(iv) the starting date of the provision of services and the posting of workers and their probable duration

Estimated start date and the time frame: DD.MM.YYYY – DD.MM.YYYY

(v) the nature of the activity carried out

Scope of the work: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX.

**B) Information about the Posted Employees**

1. a list of the posted individuals/employees, including the name, surname, number, and country of issue of the identity card and/or passport, date of birth and sex of each of them.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full name** | **Sex** | **Date of birth** | **Passport number** | **Country of issue** |
|  |  |  |  |  |
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