

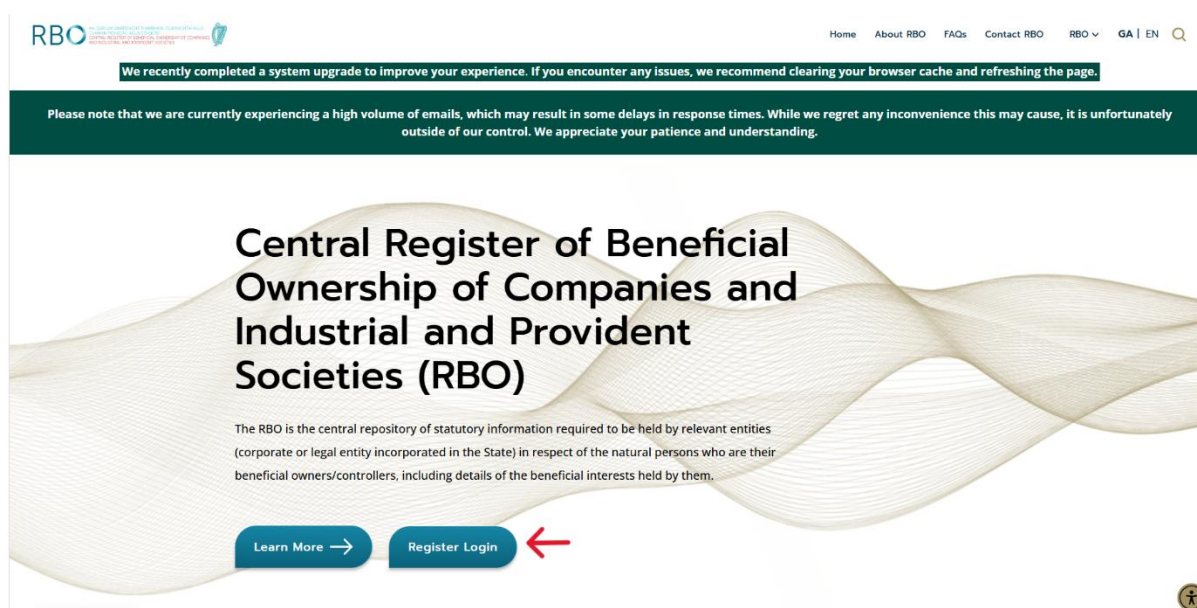
For Designated Persons, what is the procedure for reporting a discrepancy?

Only a 'designated person' as defined in Section 25, 2010 Criminal Justice (Money Laundering & Terrorist Financing) Act, as amended, is entitled to report a discrepancy to the Registrar.

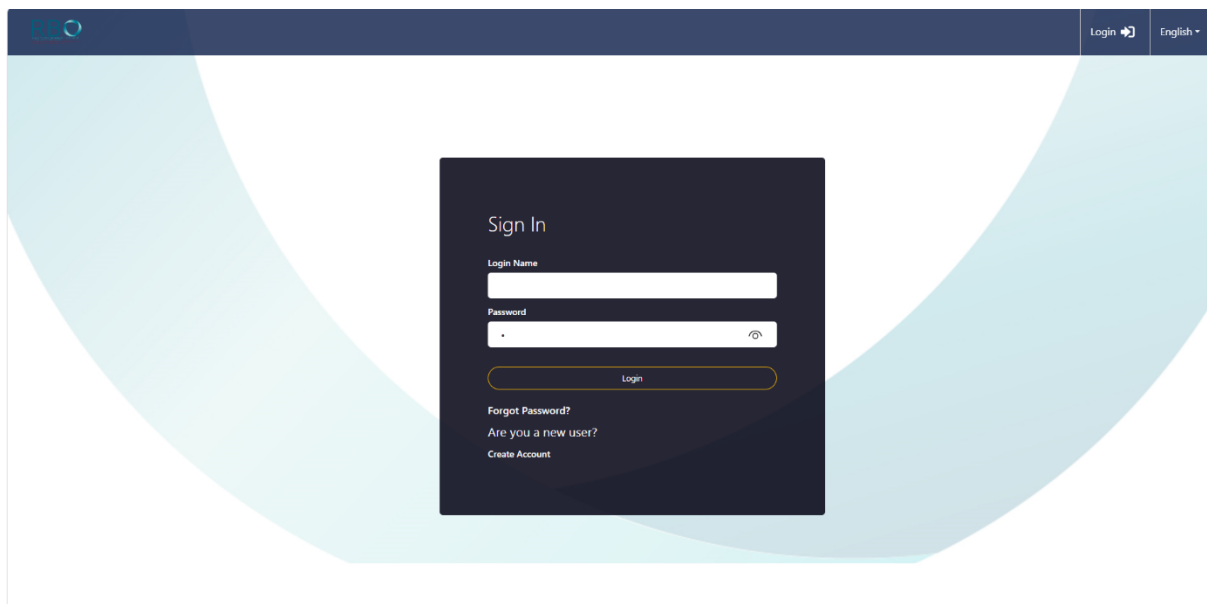
The Registrar has determined that a discrepancy shall be delivered to the Registrar online through the RBO Customer Portal from a Designated Persons (Registered) account.

Once you have been set up with Designated Persons access (admin or sub user of a Designated Persons (Registered) account), you can report a discrepancy.

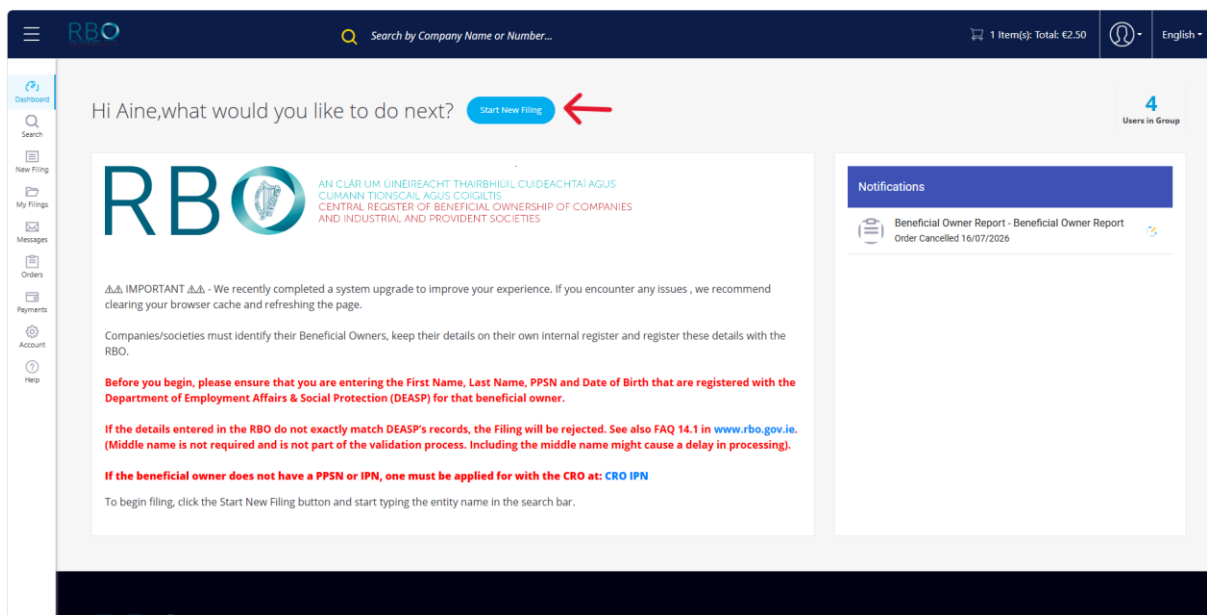
On the home screen of the RBO website www.rbo.gov.ie click on the Register Login button.



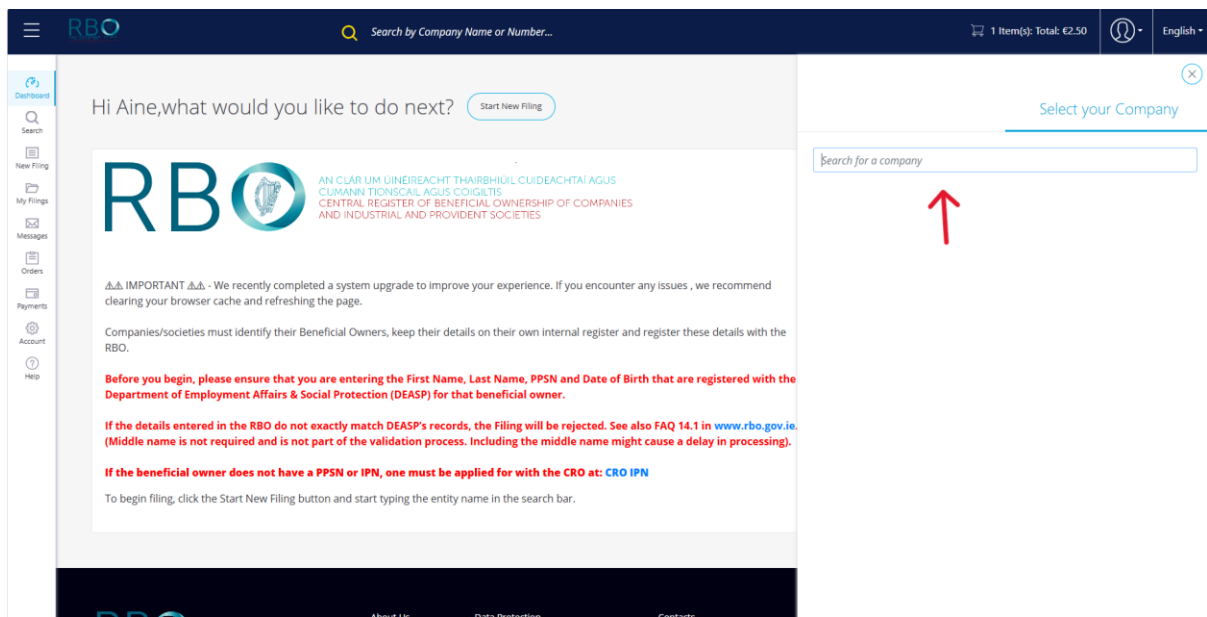
Log into your Designated Persons (Registered) account using your login name and password.



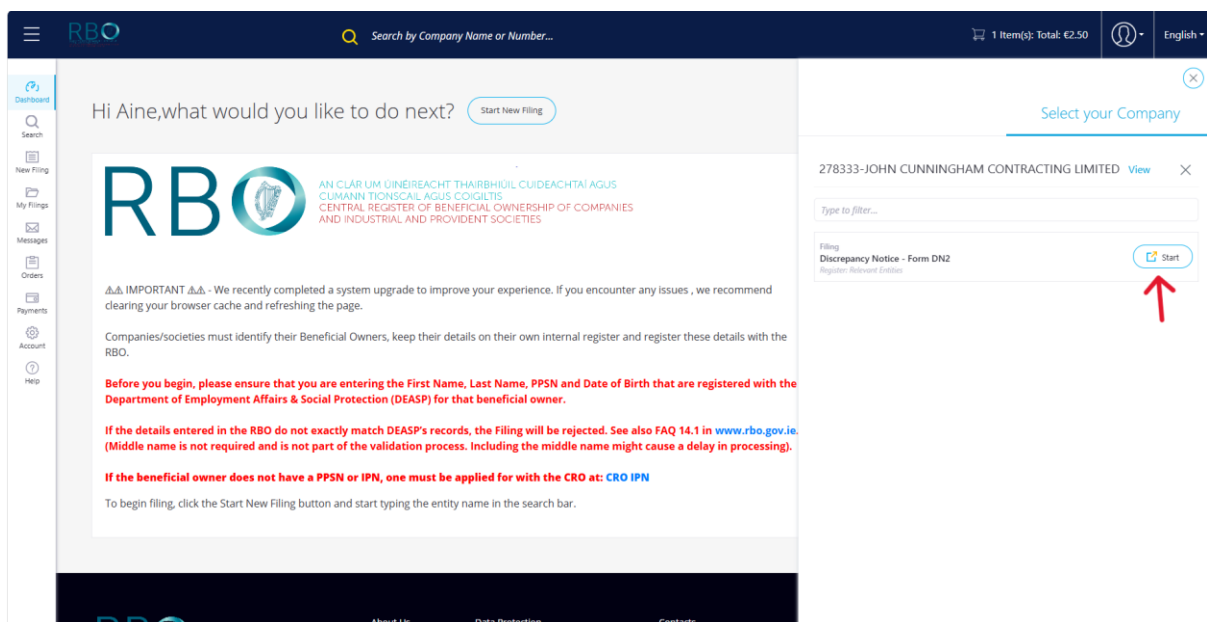
On the dashboard, click the Start New Filing button.



Under Select your Company, enter the company number or company name the discrepancy you are reporting relates to and when it appears in the search results, click on it.



Click Start for Discrepancy Notice – Form DN2.



Complete each tab of the Discrepancy Notice – Form DN2:

Entity Details – Check that the entity's details are correct and click Next.

Discrepancy Notice - Form DN2

Entity Details [0] Discrepancy Details [1] Verification [2] Review [3]

Entity Details

Entity Number
278333

Entity Name
JOHN CUNNINGHAM CONTRACTING LIMITED

Next > [0]

Discrepancy Details – Complete this tab and click the Save button. You can then either report another discrepancy for the same entity by clicking the Add Discrepancy button or if you are reporting just the one discrepancy for the entity, click Next. On this tab and the next two tabs, you have the option to go back to the previous tab by clicking Previous.

Discrepancy Notice - Form DN2

Entity Details [0] Discrepancy Details [1] Verification [2] Review [3]

Discrepancy Details

Discrepancy

Discrepancy

Name of beneficial owner (natural person) to whom this Notice refers *

I confirm that I have inspected the RBO on the following date *

Date *

Discrepancy relates to *

Additional Details

Please provide more details or clarification here. Please keep to the minimum necessary for the relevant entity to understand the exact nature of the alleged discrepancy. Please do not include any personal details, e.g. PPSN, of the beneficial owner. *

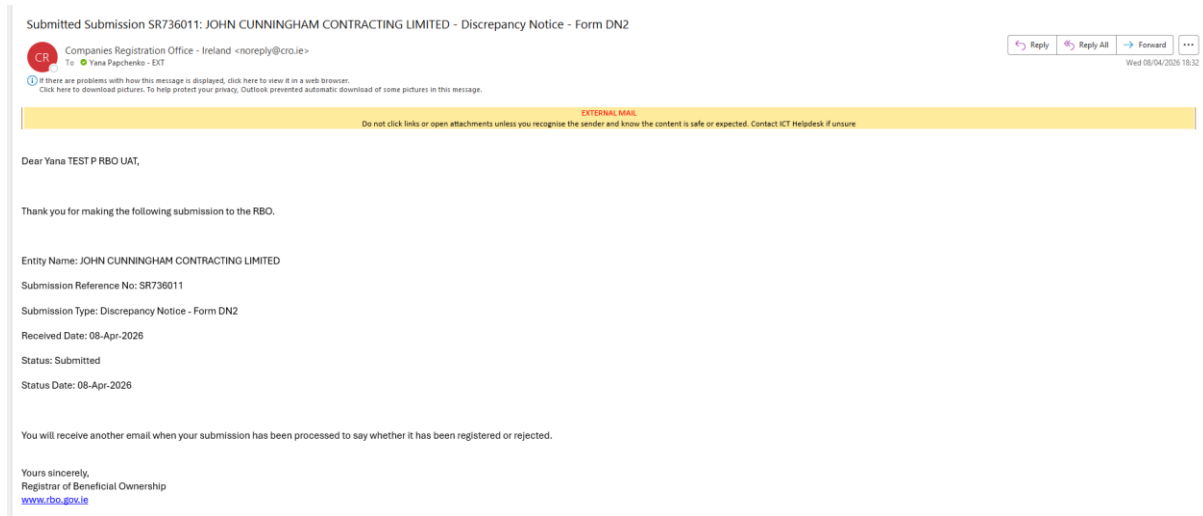
Save Cancel

Verification – Complete this tab and click Next.

Review – Review the details on this tab and click Submit.

After clicking Submit, a confirmation screen is displayed.

You will then receive an email acknowledging receipt of the Discrepancy Notice – Form DN2 submission.



Once the RBO team has processed your submission, you will receive another email to inform you whether it has been registered, rejected or returned.