

How to Submit a Sub-Fund Application for an Existing Fund

1. Login as per normal procedure, user is taken to the sector page. Select 'View' adjacent to the Funds option

Home >

Sectors	Messages	Last Access Date	
Funds	12	Aug 20 2014 10:17AM	 View
Fund Service Providers			View
Insurance Intermediaries			View

2. User is taken to Application page. Select 'New' on this page

Home > Funds >

Menu  

Sector

- Funds (41)
- Funds Service Provider (0)
- Insurance Intermediaries (0)

Messages (40)

User Manual

Do you need help?

Contact Us

Applications (New) Applications (Closed)

 New

Search A  

Fund Name	Application Name	C-Number	Last Updated Date	Status	Message	
DUMMY - FUND	Qualifying Investor AIF (QIAIF) - Application for Authorisation	130419	Aug 20 2014 9:17AM	Fund Application Started	 Message	 View
	Qualifying Investor AIF (QIAIF) - Application for Authorisation		Aug 14 2014 3:43PM	Fund Application in Progress	 Message	 View
	Qualifying Investor AIF (QIAIF) - Application for Authorisation		Aug 15 2014 4:10PM	Fund Application Started	 Message	 View
UAT028	Qualifying Investor AIF (QIAIF) - Application for Authorisation	130411	Aug 14 2014 3:40PM	Fund Application Under Review	 Message	 View
AIFM Check	Qualifying Investor AIF (QIAIF) - Application for Authorisation	0	Aug 13 2014 10:08AM	Fund Application in Progress	 Message	 View
IE 10	Qualifying Investor AIF (QIAIF) - Application for Authorisation	130404	Aug 12 2014 12:15PM	Fund Application in Progress	 Message	 View
FF	Qualifying Investor AIF (QIAIF) - Application for Authorisation	130403	Aug 12 2014 11:44AM	Fund Application in Progress	 Message	 View
IE 10	Qualifying Investor AIF (QIAIF) - Application for Authorisation	130402	Aug 12 2014 11:36AM	Fund Application in Progress	 Message	 View
Safari EM	Qualifying Investor AIF (QIAIF) - Application for Authorisation	130401	Aug 15 2014 4:10PM	Fund Application Under Review	 Message	 View
IE 9 SF	Qualifying Investor AIF Sub-Fund - Application for Approval	130400	Aug 12 2014 10:57AM	Sub Fund Application Under Review	 Message	 View

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3. Select 'Funds Authorisation' on the next page

Home > Funds > Application Selection >

Menu  

Sector

- Funds (41)
- Funds Service Provider (0)
- Insurance Intermediaries (0)

Messages (40)

User Manual

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 Funds Authorisation

 Cancel  Submit

- Then select 'Qualifying Investor AIF Sub-Fund – Application for Approval' and hit 'Submit'

- On the next page, enter the name of the sub-fund in the 'State the name of the sub-fund' field.

Then select the legal structure of the umbrella fund in the next field and hit 'Submit'

- On the next section -Information, the user can link the sub-fund to the existing approved umbrella fund by hitting 'search legal entity' for 8.1.1 – Name of QIAIF

7. This takes the user to a search page where they can search for the relevant QIAIF umbrella. Once the relevant QIAIF umbrella has been located then click 'Add to Application' and 'Accept' as displayed below.

The screenshot displays the Orion Search Umbrella Funds interface. The page header includes the Central Bank of Ireland logo and the Orion logo. The user is logged in as paul richardson. The breadcrumb trail shows: Home > Funds > Qualifying Investor AIF Sub-Fund - At > Application Summary > Sub Fund (1 per sub fund). The case status is 'Sub Fund Application in Progress' and the case ID is 1340.

The main content area is titled 'Search Umbrella Funds'. It features a search bar labeled 'Search Authorised Umbrella Fund' with a search button. Below this is a table titled 'Select Umbrella Fund' with columns 'Entity Number' and 'Entity Name'. A green button with a plus sign and the text 'Add to Application' is located at the bottom right of this table. Below the 'Select Umbrella Fund' table is a table titled 'Selected Umbrella Fund' with columns 'Entity Number' and 'Entity Name'. A green button with a minus sign and the text 'Remove from Application' is located at the bottom right of this table. At the bottom of the page, there are two buttons: 'Cancel' and 'Accept'. The 'Accept' button is circled in blue.

8. Complete the remaining sections as required in order to finalise submission