

How to: Complete Section 8 of the Individual Questionnaire:

This step-by-step guidance provides information on the process for completing Section 8 of the Individual Questionnaire (IQ), which must be completed to comply with the Central Bank's fitness and probity regime, via the Online Reporting System (ONR).

To complete Section 8, please follow these steps:

- i. Please see **How-to: Access the Individual Questionnaire via Online Reporting** for information on how to access Section 9.
- ii. Section 8 concerns the applicant's Shareholding or Business Interests in Other Firms, and is mandatory if the applicant answered 'Yes' to Question 1.7.
- iii. If the answer to Question 8.5, in relation to any guarantees provided by the applicant for individual or entity liability, is 'Yes' then Question 8.6 is mandatory.
- iv. If the applicant answers 'Yes' to Question 8.8, which concerns whether or not an entity in which the applicant had a business interest or ten per cent or greater shareholding has had savings or loans with the proposing entity in the last three years, then Question 8.9 is mandatory.
- v. Once you have completed Section 8, select the '**Save Form**' button. If you have left any mandatory sections blank, you will receive an error message highlighting the section that is blank in red, and you will be unable to save it until this section has been completed. When it has been saved properly, its Status will have updated from 'Blank' to 'Valid'.