Guide to public inspection of the Register of Beneficial Owners

Prepared by the Federal Ministry of Finance
February 2020, Version 1.0
Contents

1. Introduction ........................................................................................................................................... 3
2. Access to public inspection .................................................................................................................... 4
3. Search for a legal entity .......................................................................................................................... 6
4. Result of the search ............................................................................................................................... 7
5. Verification of data ................................................................................................................................ 9
6. Payment process ................................................................................................................................... 11
1. Introduction

With the implementation of the 5th Money Laundering Directive, the Register of Beneficial Owners has been publicly accessible since 10 January 2020. From this time on, it is possible to retrieve public excerpts from the register against payment of a user charge of € 3.00 without giving any further reasons.

Search terms are the respective master number (company register number, ZVR (Central Register of Associations) number or status number of the supplementary register), or the exact name of the legal entity. A search for individuals as beneficial owners is not envisaged.

A public excerpt contains the following information:

- Master number, master register, name of the legal entity and address characteristics of the legal entity
- Legal form and information about the legal entity's time of existence
- Name, surname, date of birth, nationality and country of residence of beneficial owners
- Nature and extent of the beneficial ownership

Data on beneficial owners for whom a restriction of access has been imposed or granted pursuant to article 10a of the Beneficial Owners Register Act (BORA) are not visible in public excerpts. Instead, they contain a reference to the restriction of access that has been made.
2. Access to public inspection

There are no access requirements for public inspection. Access is via the website of the Federal Ministry of Finance at https://www.bmf.gv.at/services/BORA/oeffentliche-einsicht.html.

Public access

Public extracts containing the information of reported beneficial owners can be requested from the Register of Beneficial Owners.

With the implemented changes due to the 5th Money Laundering Directive public extracts from the register of beneficial owners are now available. With the following Link:

In order to get to the inspection, please follow the link "Public inspection". You will then be taken to the start page for public inspection:
"Welcome to the public inspection of the Register of Beneficial Owners

On this page you can download public excerpts from the register of beneficial owners pursuant to article 10 BORA.

Use of the register is subject to a user charge totalling € 3.00 per excerpt, which must be paid in advance by EPS or credit card (Visa, MasterCard).

You can search for legal entities according to article 1 II BORA and can obtain an excerpt according to article 10 BORA in which the reported beneficial owners are shown.

Legal entities according to article 1 II BORA are:

- General partnerships under Austrian law
- Limited partnerships under Austrian law
- Stock corporations under Austrian law
- Limited companies under Austrian law
- Commercial and industrial cooperatives
- MutuAls
- Small insurance companies
- Savings banks
- European Economic Interest Groupings
- European Companies
- European Cooperative Societies
- Private foundations
- Other legal entities whose entry in the register of companies is required pursuant to article 2 XIII FBG
- Associations
- Foundations and funds according to article 1 BStFG 2015
- Foundations and funds established on the basis of a state law
- Trusts
- Trust-like arrangements

You can search for legal entities by company name or master number (e.g. company register number) and request the corresponding public excerpt. After the payment has been made, the requested public excerpt will be generated and sent to the email address provided. In addition, the requested public excerpt is available for download."
3. Search for a legal entity

At the bottom of the page you will find the legal entity search. You may need to open the window in full screen mode or scroll down to do this.

Legal entity is the umbrella term for the companies listed in the Register of Beneficial Owners.

You can search either by **company name** or by **master number**.

**Note:** "Master number" is the umbrella term for company register number, association register number or number from the supplementary register for other affected parties.

**Tip:** If you are looking for a legal entity registered neither in the register of companies nor in the register of associations, for example a non-profit federal foundation, you will need the so-called supplementary register number or number from the supplementary register for other affected parties. These can be determined free of charge at [www.ersb.gv.at](http://www.ersb.gv.at).
**Ask Fred:** By the way, on the left side you find Fred. Fred is the chatbot of the Federal Ministry of Finance and answers your questions concerning public inspection.

4. **Result of the search**

After a successful search, you will be taken to the results page of your search, where the legal entity you are looking for will be displayed with some data. So you can check once more whether you have entered the correct legal entity.

<table>
<thead>
<tr>
<th>Company name</th>
<th>Postcode</th>
<th>Status of legal entity</th>
<th>Legal form</th>
<th>Master number</th>
<th>Master register</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Doe Trust</td>
<td>1020</td>
<td>Active</td>
<td>Trust</td>
<td>9110099999971</td>
<td>Supplementary register for other affected parties</td>
</tr>
</tbody>
</table>

**Result of the search for a legal entity**

Lines per page: 5 / 10 / 20

---

Frag Fred
A user charge of € 3.00 is billed for a public excerpt from the Register of Beneficial Owners.

The user charge can be paid only electronically by credit card or EPS bank transfer.

**Entering the data for voucher creation**

After selecting the company, you will be taken to the page for entering the voucher address. Please indicate here to whom the voucher should be addressed and to which email address the voucher should be sent. In addition to the voucher, the excerpt is also sent to this address.

---

**Eingabe der Daten für die Belegerstellung**

Bitte geben Sie die Daten für die Erstellung Ihres Zahlungsbeleges ein.

**Beleg-Adresse**

- Firmenwettbewerb: Musterunternehmen
- 2. Hl./An: Max Mustermann
- Straße: Musterstraße
- Hausnummer: 1
- Postleitzahl: 1111
- Ort: Musterhausen
- Land: Musterland
- E-Mail-Adresse: * max.mustermann@mustermail.at


Bestätigen Abbrechen

---

**Entry of the data for voucher creation**

Please enter the data for the creation of your payment voucher.

**Voucher address**

- Company name: Sample Company
- Attn./To: John Doe
- Street: Sample Street
- House No: 1
- Postal code: 1111
- City: Sample Town
- State: Sample Country
- Email address: * john.doe@example.com

The data provided will be processed by the Federal Ministry of Finance (BORA Register Authority) for the purposes of preparing the voucher and handling the delivery of the public excerpt.

It is necessary to specify an email address, as the excerpt will be delivered to the email address provided.
In addition, this email address is also used to provide you with information pursuant to article 4 I of the Federal Act on Distance Selling and Contracts concluded away from Business Premises (Distance and Off-Premises Transactions Act – FAGG) on a permanent data carrier.

Confirm Cancel

**Important:** Please check that the email address entered is correct, so that both the voucher and the excerpt are sent to the correct address!

5. **Verification of data**

After entering the voucher data, you will be taken to the overview page where you can check the details one last time before being redirected to the payment function. At this point you must also accept the terms of use and the exclusion of the right of withdrawal.

**Kontrolle der Belegdaten und Anforderung des öffentlichen Auszugs**

Bitte überprüfen Sie Ihre Angaben und akzeptieren Sie den Ausschluss des Rücktrittsrechtes und die allgemeinen Nutzungsbedingungen.

<table>
<thead>
<tr>
<th>Ihre Angaben</th>
</tr>
</thead>
<tbody>
<tr>
<td>Firmenwortlast</td>
</tr>
<tr>
<td>z. H.d./An</td>
</tr>
<tr>
<td>Straße</td>
</tr>
<tr>
<td>Hausnummer</td>
</tr>
<tr>
<td>Postleitzahl</td>
</tr>
<tr>
<td>Ort</td>
</tr>
<tr>
<td>Land</td>
</tr>
<tr>
<td>E-Mail-Adresse</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Angefordert öffentlicher Auszug</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rechtsträgername</td>
</tr>
<tr>
<td>Stammzahl</td>
</tr>
</tbody>
</table>
| Nutzungsansatz               | EUR 3.00

**HINWEIS FÜR VERbraucher:** Gemäß § 16 Abs. 1 Z 11 Bundesgesetz über Fernabsatz- und außerhalb von Geschäftsraumen geschlossene Verträge (Fern- und Auswärtsgeschäfte-Gesetz - FAGG), BGBl. I Nr. 31/2014, besteht auch für Nutzer, die Verbraucher im Sinne des § 1 Abs. 1 KSchG sind, kein Rücktrittsrecht vom Vertrag (Punkt 5. Rücktrittsrecht) der Nutzungsbedingungen für die öffentliche Einsicht in das Register der wirtschaftlichen Eigentümer. Ihr Vertragspartner ist die Republik Österreich (Bund), vertreten durch die Registerbehörde, p.A. Bundesministerium für Finanzen, Johannesgasse 5-5A, 1010 Wien.

* Ich akzeptiere den Ausschluss des Rücktrittsrechtes und habe die diesbezügliche Belehrung gelesen.
* Ich akzeptiere die allgemeinen Nutzungsbedingungen

Control of the document data and request for the public excerpt
Please check your details and accept the exclusion of the right of withdrawal and the general conditions of use.

<table>
<thead>
<tr>
<th>Your details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company name</td>
</tr>
<tr>
<td>Attn./To:</td>
</tr>
<tr>
<td>Street</td>
</tr>
<tr>
<td>House No</td>
</tr>
<tr>
<td>Postcode</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>State</td>
</tr>
<tr>
<td>Email address</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requested public excerpt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of legal entity</td>
</tr>
<tr>
<td>Master number</td>
</tr>
<tr>
<td>User charges</td>
</tr>
</tbody>
</table>

**NOTE FOR CONSUMERS:**

Pursuant to article 18 I 11 of the Federal Act on Distance Selling and Contracts concluded away from Business Premises (Distance and Off-Premises Transactions Act – FAGG), Federal Law Gazette I № 33/2014, users who are consumers within the meaning of article I 1 of the Austrian Consumer Protection Act (KSchG) have no right of withdrawal from the contract either (Item 5 (Right of Withdrawal) of the Conditions of Use for Public Inspection of the Register of Beneficial Owners).

Their contractual partner is the Republic of Austria (Federal Government), represented by the Register Authority, ℅ Federal Ministry of Finance, Johannesgasse 5–5A, A-1010 Vienna.

- * I accept the exclusion of the right of withdrawal and have read the relevant instructions.
- * I accept the [General Terms of Use](#)
6. Payment process

After the confirmation of the data you will be directed to the payment process. Two payment methods are available here:

- Credit card/Maestro Secure Code VISA and MasterCard are accepted
- Payment via EPS:

![Payment methods](image)

After selecting the payment method you want to use, a message will appear. Please click on the “HERE” button to be forwarded to the payment service.

![Payment confirmation](image)

You will now be forwarded to the electronic payment service.

At the end of the payment process you will see the logo of the BORA Management System again.
Please do not close the window under any circumstances until the payment process has been confirmed.

This may take some time.

Please click HERE:
HERE

Cancel

Depending on the selected payment method, you will be taken to the appropriate payment option. The payment options will appear in your language.

After successful payment, you will be redirected directly to the public excerpt. In addition, it will be sent to the email address you entered, together with the payment voucher.

Übersicht zum Auszug aus dem Register

Der von Ihnen angeforderte Auszug aus dem WiReG zum Rechtsträger Alexander Muster Trust mit der Stammzahl 9110999999971 wurde erstellt und steht zum Download zur Verfügung:

<table>
<thead>
<tr>
<th>öffentlicher Auszug</th>
<th>Öffnen</th>
<th>Speichern</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abbrechen</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Overview of the excerpt from the register

The requested excerpt from the BORA on the legal entity Jane Doe Trust with the master number 9110099999971 has been created and is available for download:

<table>
<thead>
<tr>
<th>Public excerpt</th>
<th>Open</th>
<th>Save</th>
</tr>
</thead>
</table>

**Tip:** Immediately save the excerpt for further use. In this way, you can avoid losing the excerpt by, for example, unintentionally closing the window.