

# BANKA SLOVENIJE

EVROSISTEM

## GENERAL TERMS AND CONDITIONS FOR ORDERING THE 2022 NUMISMATIC PRODUCTS

### 1. GENERAL

With these general terms Banka Slovenije (hereinafter: BS) defines the rights, obligations and terms for ordering the new editions of numismatic products in 2022 (hereinafter: the General Terms) issued by BS and the Republic of Slovenia. The terms and instructions for registering in the online application and paying for and collecting the items purchased are an integral part of these General Terms.

### 2. SUBJECT OF THE ORDER

The subject of the order is the numismatic products that BS will make available for purchase in 2022. A list of the numismatic products, their minted quantities and selling prices will be posted on List of numismatic products and selling prices (bsi.si). The entire quantity minted will not be made available for sale, because BS will keep a small amount for its own needs. If more numismatic products are available for purchase at an individual sales point than there are recorded orders, all those interested in purchasing them will be able to purchase them freely despite the limited quantities defined upon placing their order.

The gold and silver coins come in plastic capsules and boxes with the corresponding certificates. The €2 proof commemorative coins and the €3 proof collector coins come in plastic capsules. The €2 BU commemorative coins and the €3 BU collector coins will be sold individually or in paper rolls. A paper roll is a type of paper packaging that contains twenty-five pieces of €2 commemorative coins or twenty pieces of €3 collector coins (both of BU quality). The 2022 BU and proof coin sets come in custom-made packaging.

### 3. DEADLINES FOR ORDERING, PAYING FOR AND COLLECTING PRODUCTS, AND CONSEQUENCES OF MISSING THE DEADLINES

The deadline or open period for placing orders is twenty-one (21) days, **from 27<sup>th</sup> of January 2022 to 16<sup>th</sup> of February 2022**. Late orders arriving after this deadline will not be considered. Orders by post shall be deemed to arrive in time if BS receives them no later than noon on 18<sup>th</sup> of February 2022.

The reserved items can be paid for and collected within fourteen (14) days, **from 2<sup>nd</sup> of March 2022 to 15<sup>th</sup> of March 2022**, at the BS counter at Štefanova ulica 1 in Ljubljana, at selected branch offices of Deželna Banka Slovenije (hereinafter: the DBS), via Moro & Kunst d.o.o. and by post. **Collection within the above deadline will be possible for all products, except for the 2-euro commemorative**

**coin issued on the 35th anniversary of the Erasmus program, which is expected to be issued in July 2022.** Items that fail to be paid for or collected at individual sales points before the set collection deadline will be made freely available to any other remaining buyers (if a draw has not been carried out).

If it comes to a draw and the numismatic products are not collected, these products will be put up for sale through existing collection points under the conditions presented in the last paragraph of point 7 of the General Terms.

#### 4. PLACING ORDERS IN THE ORDERING SYSTEM

Those interested in purchasing the 2022 numismatic products can place their orders at <https://vsebina.bsi.si/NarocanjeNumizmatike/?lang=en> by completing the online 2022 Numismatic Products Order Form.

The online application only allows each person to enter their order once. In order to change their order, buyers can send an email to [narocila.numizmatika@bsi.si](mailto:narocila.numizmatika@bsi.si) to have their order changed or deleted, after which they can enter a new order.

Natural persons that for whatever reason cannot or are not prepared to complete the online form may also place their order by post, by printing and filling out the online 2022 Numismatic Products Order Form available [here](#) and sending it by registered mail with confirmation of receipt to the following address: Banka Slovenije, Gotovinsko poslovanje, Slovenska 35, 1000 Ljubljana, marked "DO NOT OPEN – NUMISMATIC ORDER". Each individual may only place an order once, either electronically or by post. Any individual placing multiple orders for the same item will be excluded from the list of orders. Individuals placing an online order will receive an email at the email address provided in their order form, notifying them that their order has been successfully completed and, after all the orders have been received, that their items have been reserved or, in the event of a draw, whether a specific numismatic product has been reserved for them or not. Those submitting their order by post will receive these notifications by registered mail.

As a rule, legal entities will collect the ordered items in person in the manner subsequently agreed with the representatives of the selected collection point. Delivering the numismatic products by post may only be agreed upon in exceptional circumstances, and only for smaller quantities and as defined in the order.

The order form, which can either be submitted online or by post, and the instructions for completing individual sections, are presented below.

<b>2022 NUMISMATIC PRODUCTS ORDER FORM</b>		
<b>No.</b>	<b>NATURAL PERSONS</b>	<b>LEGAL ENTITIES</b>
1.		Name of legal entity:*
2.	Full name:*	Full name of person collecting the products:*
3.		Tax number:*

4.	Identity document (ID card or passport) number:*	Identity document (ID card or passport) number of the person collecting the products:*
5.	Date of birth:*	
6.	Email:*	Contact person's email:*
7.	Email (please re-enter):*	Contact person's email (please re-enter):*
8.	Tel.:*	Tel.:*
9.	Collection point:**  <ol style="list-style-type: none"> <li>1. BS counter, Štefanova 1, Ljubljana</li> <li>2. Ljubljana DBS branch office, Kolodvorska 9, Ljubljana</li> <li>3. Nova Gorica DBS branch office, Tolminskih puntarjev 2, Nova Gorica</li> <li>4. Kranj DBS branch office, Šuceva 27, Kranj</li> <li>5. Kočevje DBS branch office, Roška cesta 8, Kočevje</li> <li>6. Maribor DBS branch office, Ulica Eve Lovše 15, Maribor</li> <li>7. Ptuj DBS branch office, Miklošičeva 12, Ptuj</li> <li>8. Murska Sobota DBS branch office, Staneta Rozmana 11 a, Murska Sobota</li> <li>9. Slovenj Gradec DBS branch office, Ronkova 37, Slovenj Gradec</li> <li>10. Celje DBS branch office, Kocbekova 5, Celje</li> <li>11. Velenje DBS branch office DBS, Šaleška 18, Velenje</li> <li>12. Koper DBS branch office, Ul. Zore Perello Godina 2, Koper</li> <li>13. Novo Mesto DBS branch office, Šentjernejska 6, Novo Mesto</li> <li>14. Moro &amp; Kunst branch office, Dunajska 156, WTC, Ljubljana</li> <li>15. Moro &amp; Kunst – international and domestic orders by post</li> <li>16. DBS – international orders by post (they do not deliver to Slovenia)</li> </ol>	Collection point:**  <ol style="list-style-type: none"> <li>1. BS counter, Štefanova 1, Ljubljana</li> <li>2. Ljubljana DBS branch office, Kolodvorska 9, Ljubljana</li> <li>3. Moro &amp; Kunst branch office, Dunajska 156, WTC, Ljubljana</li> <li>4. Moro &amp; Kunst – international and domestic orders by post</li> <li>5. DBS – international orders by post (DBS does not deliver to Slovenia)</li> </ol>
10.	Delivery address:*	Delivery address:*
11.	Items ordered:***  <ol style="list-style-type: none"> <li>1. Gold coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum order of 1 piece allowed,</b></li> <li>2. Silver coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum</b></li> </ol>	Items ordered:***  <ol style="list-style-type: none"> <li>1. Gold coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum order of 5 pcs allowed,</b></li> <li>2. Silver coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum</b></li> </ol>

	<p><b>order of 1 piece allowed,</b></p> <ol style="list-style-type: none"> <li>3. 3-euro BU collector coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum order of 20 pcs allowed,</b></li> <li>4. 3-euro proof collector coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum order of 1 piece allowed,</b></li> <li>5. 2-euro BU Slovenian commemorative coin (150th anniversary of the birth of the architect Jože Plečnik) – <b>a maximum order of 25 pcs allowed,</b></li> <li>6. 2-euro proof Slovenian commemorative coin (150th anniversary of the birth of the architect Jože Plečnik) – <b>a maximum order of 1 piece allowed,</b></li> <li>7. 2-euro BU common European commemorative coin (35th anniversary of the Erasmus programme) – <b>a maximum order of 25 pcs allowed****,</b></li> <li>8. 2-euro proof common European commemorative coin (35th anniversary of the Erasmus programme) – <b>a maximum order of 1 piece allowed****,</b></li> <li>9. 2022 coin set – <b>a maximum order of 1 piece allowed,</b></li> <li>10. 2022 proof coin set – <b>a maximum order of 1 piece allowed.</b></li> </ol>	<p><b>order of 10 pcs allowed,</b></p> <ol style="list-style-type: none"> <li>3. 3-euro BU collector coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum order of 1,000 pcs allowed,</b></li> <li>4. 3-euro proof collector coin (150th anniversary of the birth of the painter Matija Jama) – <b>a maximum order of 10 pcs allowed,</b></li> <li>5. 2-euro BU Slovenian commemorative coin (150th anniversary of the birth of the architect Jože Plečnik) – <b>a maximum order of 40,000 pcs allowed,</b></li> <li>6. 2-euro proof Slovenian commemorative coin (150th anniversary of the birth of the architect Jože Plečnik) – <b>a maximum order of 20 pcs allowed,</b></li> <li>7. 2-euro BU common European commemorative coin (35th anniversary of the Erasmus programme) – <b>a maximum order of 40,000 pcs allowed****,</b></li> <li>8. 2-euro proof common European commemorative coin (35th anniversary of the Erasmus programme) – <b>a maximum order of 20 pcs allowed****,</b></li> <li>9. 2022 BU coin set – <b>a maximum order of 1,000 pcs allowed,</b></li> <li>10. 2022 proof coin set – <b>a maximum order of 10 pcs allowed.</b></li> </ol>
12.	<p>The number of 2023 coins you would like to order (without limitations):</p> <ol style="list-style-type: none"> <li>1. Gold coin</li> <li>2. Silver coin</li> <li>3. 3-euro BU collector coin</li> <li>4. 3-euro proof collector coin</li> <li>5. 2-euro BU commemorative coin</li> <li>6. 2-euro proof commemorative coin</li> <li>7. 2023 BU coin set</li> <li>8. 2023 proof coin set</li> </ol>	<p>The number of 2023 coins you would like to order (without limitations):</p> <ol style="list-style-type: none"> <li>1. Gold coin</li> <li>2. Silver coin</li> <li>3. 3-euro BU collector coin</li> <li>4. 3-euro proof collector coin</li> <li>5. 2-euro BU commemorative coin</li> <li>6. 2-euro proof commemorative coin</li> <li>7. 2023 BU coin set</li> <li>8. 2023 proof coin set</li> </ol>

### INSTRUCTIONS FOR FILLING OUT THE FORM

	NATURAL PERSONS	LEGAL ENTITIES
Ad 1		Provide the full name of the legal entity.
Ad 2	Provide your last and first names (in that order), as they are spelled on your identity document.	Provide the last and first names (in that order) of the person collecting the products, as they are spelled on their identity document.
Ad 3		Provide the company's tax number (from the Slovenian tax register). Legal entities outside Slovenia can provide the tax number they have received from their tax authorities upon their registration.
Ad 4	Enter the number of one of the following documents: ID card or passport. The purchased items may only be collected upon presentation of the identity document whose number has been entered in the order form.	You may only enter the number of one of the following two documents: ID card or passport. The purchased items may only be collected upon presentation of the identity document whose number has been entered in the order form.
Ad 5	Provide the date in the following format: DD.MM.YYYY	
Ad 6	Enter the email address in the form: <a href="mailto:address@something.com">address@something.com</a> .	Enter the email address in the form: <a href="mailto:address@something.com">address@something.com</a> .
Ad 7	Re-enter the email address.	Re-enter the email address.
Ad 8	Enter your mobile or landline telephone number, including your country code.	Enter your mobile or landline telephone number, including your country code.
Ad 9	Select the location where you intend to collect the ordered items (1–14) or indicate that you wish to have your items delivered by post (15–16).	Select the location where you intend to collect the ordered items (1–14) or indicate that you wish to have your items delivered by post (15–16).
Ad 10	Provide your permanent or temporary address to which the products can be mailed.	Provide the address to which the products can be mailed.
Ad 11	For each product provide the number of pieces you wish to order (0, 1, 2, ... 20 ... 25 ...).	For each product provide the number of pieces you wish to order (0, 1, 2, ... 20 ... 25 ...).
Ad 12	For each product, please state the number of pieces you would like to order in 2023 and for which you would be willing to pay a deposit.	For each product, please state the number of pieces you would like to order in 2023 and for which you would be willing to pay a deposit.

\*Required fields

\*\*You may only select one location

\*\*\*You must order at least one product

\*\*\*\* Issuance expected in July 2022

Any order forms missing the required information will be excluded from the list of orders.

Order forms may only be submitted by persons who, on the day of submitting the form, are at least 18 years old. Any order forms from persons younger than 18 will be excluded from the list of orders.

In the process of placing an online order, an individual is also required to confirm that they have read and understand the General Terms for Ordering the 2022 Numismatic Products and that they agree to their personal data being used and processed by BS, the DBS and Moro & Kunst. If an individual fails to confirm this, they cannot proceed with the order. The same applies to orders placed by post, which will not be included on the list of orders without this confirmation.

## 5. HANDLING THE BUYERS' PERSONAL DATA

BS, as the controller of the buyers' personal data, and the DBS and Moro & Kunst, as the contractual processors of this data, hereby agree the following:

- The buyers' personal data will only be used for the purpose of placing the order and reserving, paying for and delivering the items purchased;
- Personal data will be stored on data carriers that are the property of BS, the DBS and Moro & Kunst and comply with the adopted BS security policy and the data protection policy in place at the DBS and Moro & Kunst;
- The buyers' personal data that BS, the DBS and Moro & Kunst have at their disposal will not be conveyed to third parties;
- After one year of the expiry of the deadline for collecting the reserved items that is, on 16<sup>th</sup> of February 2023 BS, the DBS and Moro & Kunst will erase the personal data they process based on a mutually concluded contract on the sale of numismatic products from the personal data filing system they maintain in relation to orders of numismatic products;
- BS, the DBS and Moro & Kunst will handle the obtained data in accordance with the applicable personal data protection regulations and the Terms for Processing Customers' Personal Data adopted especially for handling the personal data of numismatic product buyers.

Collecting personal data through the 2022 Numismatic Products Order Form is necessary for BS and its sales agents, the DBS and Moro & Kunst d.o.o., to reserve and sell the products ordered. The range of personal data required in this form is the narrowest possible that still allows the following actions to be carried out:

- Keeping records of those interested in purchasing;
- Excluding multiple orders;
- Notifying buyers of their completed orders, product reservations, products for which a reservation is not possible and will therefore be distributed among buyers by a draw, and the results of this draw;
- Verifying that the buyers are at least 18 years old;
- Establishing the buyer's identity at the selected collection point and handing the items over to the correct buyer; and
- Keeping records of which purchased products have been collected.

A detailed explanation of how BS protects individuals' privacy and personal data is provided in the Banka Slovenije General Privacy Statement, which can be accessed at [Privacy protection \(bsi.si\)](https://www.bsi.si/privatnost).

## 6. VIEWING THE PRODUCTS

Because only new products will be available for order, they cannot be viewed in advance. All new editions of numismatic products will be posted at the following BS links: Numismatic news (bsi.si) and Numismatics (bsi.si).

## 7. DRAW

The order quantities for natural persons and legal entities are limited. The limitations are presented under Point 4 of the General Terms. If there are sufficient numismatic products available to cover all the orders received, BS, the DBS and Moro & Kunst will reserve the ordered product quantity for every buyer.

The following two scenarios are envisaged for products, for which the orders may exceed the quantities available for sale:

- (1) The number of products is insufficient even if one piece or one paper roll of a specific product is provided to each natural person or legal entity: in this case the maximum order for legal entities is limited to one piece or one paper roll and a draw is carried out under the same conditions for natural persons and legal entities.
- (2) The number of products is sufficient if one piece or one paper roll of a specific product is provided to each natural person or legal entity: in this case all natural persons receive one piece (or one paper roll) of a specific numismatic product in accordance with their order. Any products that remain after each natural person and legal entity that placed the order receives one piece (or one paper roll) are only distributed among legal entities, whereby one piece (or one paper roll) is added to each until all available quantities are used.

A potential draw is carried out by a three-member committee composed of BS employees. The committee will compile a written record of the progress and results of the draw, and this will be stored in the archive of the Cash Management Department. The draw takes place at the BS headquarters and is closed to the public. Its results are posted on the BS website. Only fully completed order forms may be included in the draw. Buyers will receive a notification of whether they have been drawn or not at the email address they supplied. If they submitted their order form by post, they will receive a notification by registered mail (Notification on the Reservation of Numismatic Products). The results of the draw are final. Any complaints against them are not allowed and do not delay the sale of numismatic products.

There will be no new round of the draw or reservation for the drawn products that are not paid for or collected at individual sales points before the envisaged deadline. The buyers not selected in the draw will be notified in a separate message of the possibility of purchasing them. The purchase will be the first 7 days after the expiration of the 14-day collection period, which applies to drawn customers, limited to one piece (or one paper roll) per individual customer. The products will be on sale on a “first-come, first-served” basis.

## 8. PAYING FOR AND COLLECTING ITEMS

The reserved items can be paid for and collected at the BS counter at Štefanova ulica 1 in Ljubljana, at selected branch offices of Deželna Banka Slovenije and at Moro & Kunst d.o.o. within fourteen (14) days of the day they go on sale. When ordering products through regular post from Moro & Kunst and

ordering products abroad from the DBS by post, buyers will have to pay for the products in advance. They will be delivered to them by post.

The deadlines for collection and the consequences of missing the deadline are set out in detail under Point 3 of this document.

To collect their item, the buyer must present the same identity document as used in their order form to the sales personnel. It is not possible to collect the products using a different identity document than the one provided in the 2022 Numismatic Products Order Form. After the buyer's identity is established, the salesperson issues an invoice that the buyer must pay at the counter using acceptable means of payment, after which they can collect the purchased product.

Personal identification is not required when having the ordered products delivered by post from Moro & Kunst. Moro & Kunst will invite the buyers that have selected "order by post from Moro & Kunst" in the numismatic products purchasing app as their desired collection point to pay for and collect their products. The invited buyers will identify themselves by providing the data required by Moro & Kunst to make the purchase and after Moro & Kunst obtains this data and the buyers make their payment, the products are sent to the address they provided. The mailing address must be the same as the one provided in the order.

Personal identification is also not required when having the ordered products delivered abroad by post from the DBS. The DBS will invite the buyers outside Slovenia that have selected "international orders by post from the DBS" in the numismatic products purchasing app as their desired collection point to pay for and collect their products. Collecting products ordered from the DBS for legal entities: the invited buyers will identify themselves by providing the data required by the DBS to make the purchase, and after the DBS obtains this data and the buyers make their payment, the products are delivered to them in accordance with the subsequent agreement on the delivery of numismatic products.

## **9. PAYING FOR AND COLLECTING ITEMS IN PERSON BY AN AUTHORISED REPRESENTATIVE**

If for any reason a buyer cannot collect the products in person, they can be paid for and collected at the selected collection point by their authorised representative. The representative may be an attorney or contractually capable adult who presents a notarised or administratively verified authorisation. An authorised representative for making the payment and collecting the items that is not an attorney must present a notarised or administratively verified authorisation for collecting the items to the counter cashier, and attorneys must present their power of attorney. The authorisation for collecting the items must contain all the personal information on the person granting authorisation that were entered in the 2022 Numismatic Products Order Form, and the personal information on the authorised representative that is collecting and paying for the item on behalf of the buyer, as follows: last name, first name, date of birth, address, country and number of identity document with which the authorised representative will identify themselves when collecting and paying for the item.

An authorised representative of a foreign citizen who is not an attorney must submit authorisation for collecting the items that is comparable to a Slovenian notarial or administrative certificate, and a translation of such authorisation into Slovenian done by a court certified translator. The substantive requirements for a foreign citizen's authorisation for collecting the items are the same as the requirements stated in the preceding paragraph.

The provisions under this point do not apply to the payment and collection of items by legal entities. Legal entities pay and collect items in accordance with the agreement between the legal entity and the representative of the collection point.

## **10. APPLICABLE LAW**

Slovenian law shall apply in resolving issues or any disputes that might arise from ordering, paying for and collecting the numismatic products.

## **11. ADDITIONAL INFORMATION**

For any additional clarifications, please send an email to: [narocila.numizmatika@bsi.si](mailto:narocila.numizmatika@bsi.si).