



EUROPEAN CENTRAL BANK  
BANKING SUPERVISION

Directorate General Finance  
Division Budgeting and Controlling

ECB-PUBLIC

*[This is an authorised message sent from the European Central Bank]*

Please use this link [https://www.bankingsupervision.europa.eu/pdf/291fab8ddc7235156598/html/index\\_en.html](https://www.bankingsupervision.europa.eu/pdf/291fab8ddc7235156598/html/index_en.html) if you would like to read this letter in another language.

Dear Sir or Madam,

We are writing to you in your capacity as a fee debtor registered with the European Central Bank (ECB) [online portal for supervisory fees](#).

We would like to inform you that the ECB has recently updated the [Supervisory fees section](#) of the ECB's banking supervision website. It contains useful information, in all EU languages, including:

- (i) [updated templates](#) and [instructions](#) for the submission of the fee factors for the calculation of the 2019 supervisory fees;
- (ii) the total amount of annual fees: on 30 April 2019, the ECB published its decision on the [total amount of annual supervisory fees for 2019](#) and provided additional information under [Total annual fees](#)
- (iii) additional practical guidance under [Frequently asked questions](#);
- (iv) details on the issuance of the [fee notices and payment-related](#) information.

We would like to take this opportunity to remind you of the upcoming important deadlines with respect to the ECB supervisory fees.

Fee debtors must submit the information on their fee factors to the national competent authorities (NCAs) by 1 July 2019, using the updated [templates](#) available on the ECB's banking supervision website. Fee debtors should submit the fee factors with a reference date of 31 December 2018.

Fee debtors are required to notify the ECB by **1 July 2019** of any change in their contact details for the submission of the fee notice. This should be done through the [ECB online portal](#). Keeping your contact details, particularly your preferred email address, up to date is essential, as the ECB will communicate with fee debtors primarily through this channel. Checking your contact details is also a good opportunity

for you to cross-check, add or update your payment details (IBAN and BIC) if you would like your supervisory fee to be directly debited by the ECB. Should you wish to update the **name** of your legal entity, please send an email to [SSM-fee-enquiries@ecb.europa.eu](mailto:SSM-fee-enquiries@ecb.europa.eu).

Supervised groups should be aware that the deadline for nominating a new fee debtor, or for updating the fee debtor nomination form previously provided to the ECB owing to a change in the group composition, is 1 July 2019. Please notify the ECB by submitting either (i) the [new fee debtor notification form](#), or (ii) the [simplified fee debtor notification form](#) which serves as an update of the originally provided form in the event that the group structure expands, i.e. includes any new subsidiary's written consent to the appointment of the previously nominated fee debtor. There is no need to submit the fee debtor nomination form if the supervised group structure has not changed (i.e. no new supervised entities have become part of the group) and the fee debtor nominated in the past continues to act for the supervised group.

As was the case last year, the fee factor data submitted to the NCA will be available for review by fee debtors in early August before being considered in the calculation of the individual supervisory fees for 2019. You will have five working days in which to comment on the fee factor data should you consider them to be incorrect. The ECB supervisory fee notice will be sent to you electronically in October 2019. For your convenience, you will receive email notifications when your fee factors and fee notice have been made available on the online portal. We encourage you to confirm the validity of your credentials to the portal in advance. If you have any IT issues – such as lack of authorisation or an expired password – please contact the technical support team at [SSM.SupervisoryFees@ecb.europa.eu](mailto:SSM.SupervisoryFees@ecb.europa.eu).

For questions regarding your obligations or any other queries related to supervisory fees, please consult the [ECB's banking supervision website](#). The ECB also stands ready to provide you with the necessary support, preferably by email ([SSM-fee-enquiries@ecb.europa.eu](mailto:SSM-fee-enquiries@ecb.europa.eu)).

Kind regards,

The ECB SSM fee enquiries team