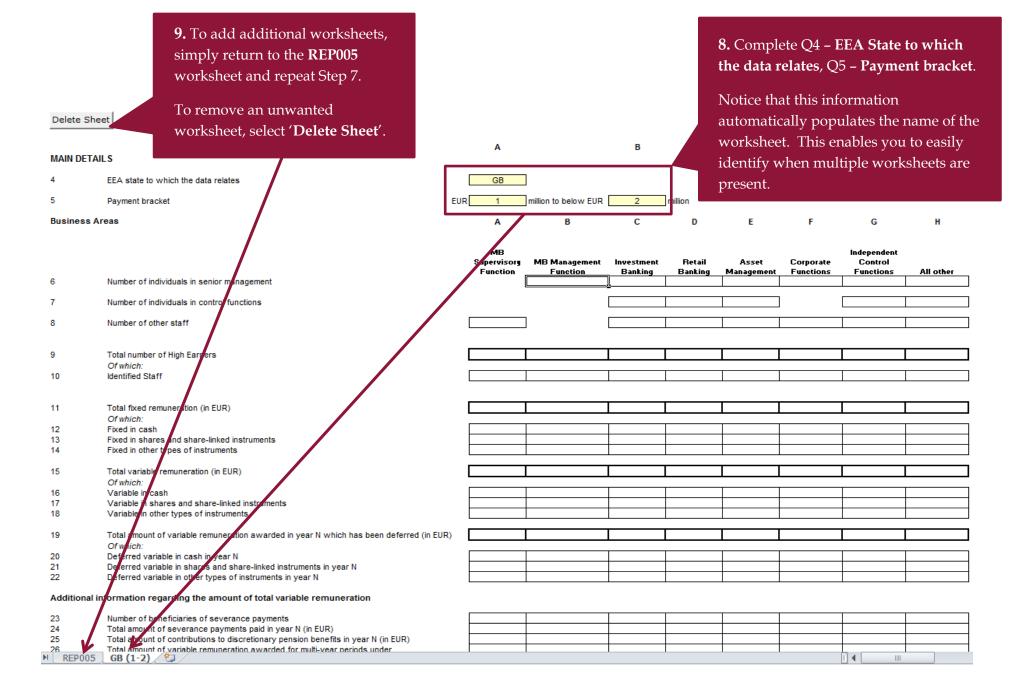
Financial Conduct Authority



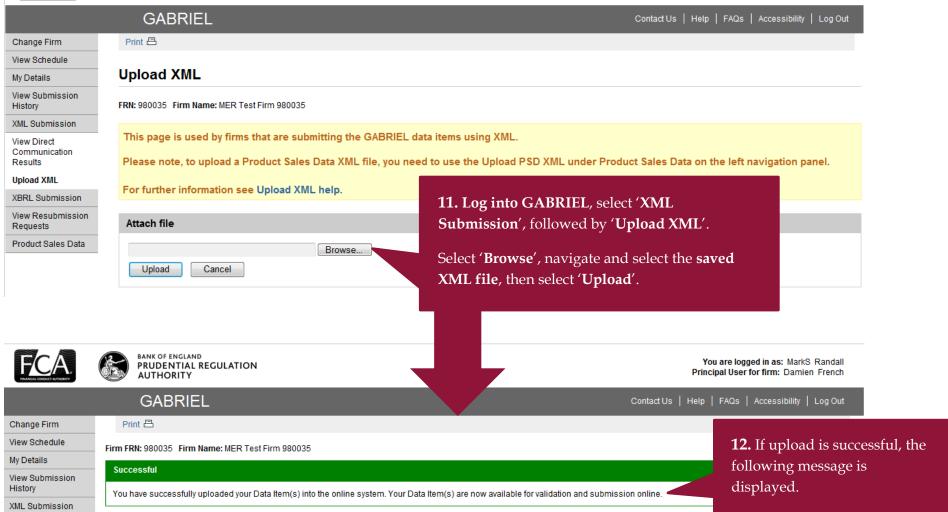
How to complete and submit your REP005 High Earners Report 2. Complete Reporting Start, End and Due Dates - these dates must match the **REP005 High Earners Report** help? equivalent reporting dates on your REPORTING START DATE (dd/mm/yyyy) GABRIEL schedule. REPORTING END DATE (dd/mm/yyyy) **1.** Download the report template SUBMISSION DUE DATE (dd/mm/yyyy) Complete **Version** (Copy No) – this VERSION (COPY NO) should be '1' for initial submission, or '2' Currency: EUR **Currency Units:** single or above for subsequent resubmissions. Special Instructions: This item should be reported in EUR and in actual numbers. Please note that this data is required at a group level (where applicable) Firms should submit a separate template for each EEA member state where the group is operating and for each payment bracket of EUR1m within that member state. One payment bracket template should be completed for every group of high earners who fall within that bracket for total remuneration Information as to the function of those staff reported under 'All other' should be included in 27A. **GROUP REPORTING** Α 4. Complete Q1 - Is this report on behalf of a Is this report on behalf of a group? group? (Yes/No). If Yes, list firm reference numbers (FRNs) of all additional firms included in this report. **5.** If O1 = 'Yes', then list the **Firm Reference** Add FRN Numbers (FRNs) of the additional firms you NIL RETURN DECLARATION are reporting for. These firms must also have the equivalent report on their GABRIEL Do you wish to submit a nil return? schedule and in 'No Data' status. Add Main Details Export XML Select 'Add FRN' to add additional rows. 7. If Q3 = 'No', then select 'Add Main Details'. **6.** Complete Q3 - **Do you wish to submit a nil return?** (Yes/No) If Q3 = 'Yes', then proceed to Step 10. This will add a new worksheet (see Steps 8 & 9).



REP005 High Earners Report	help?
REPORTING START DATE REPORTING END DATE SUBMISSION DUE DATE VERSION (COPY NO)	(dd/mm/yyyy) (dd/mm/yyyy) (dd/mm/yyyyy)
Currency: EUR	Currency Units: single
Special Instructions: This item should be reported in EUR and in actual numbers. Please note that this data is required at a group level (where applicable). Firms should submit a separate template for each EEA member state where the group is operating and for each payment bracket of EUR1m within that member state. One payment bracket template should be completed for every group of high earners who fall within that bracket for total remuneration. Information as to the function of those staff reported under 'All other' should be included in 27A.	
GROUP REPORTING	A
1 Is this report on behalf of a group?	
2 If Yes, list firm reference numbers (FRNs) of all additional firms included in this report.	Add FRN
NIL RETURN DECLARATION	
3 Do you wish to submit a nil return?	
REP005 workshee XML' Select the location	npleted, return to the et and select 'Export n to save your XML file, me and select 'Save'.



You are logged in as: MarkS Randall Principal User for firm: Damien French







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