### Public posting of annual reports online (JOLP) - help

Viewing annual report data is a **free service**. In the interest of protecting the security of the public database information system, the daily limit per username is 20 views of business entity data.

### Login:

To access data:

• log on as a registered user (in the section "Login" enter the username and password you received upon free registration),

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Registered users	New user
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• enter one or more search criteria, choose number of hits (default 20) and click "Search",

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SEARCH CRITERIA INPI	JT			
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Name of business entity	company	Company identi	fication number	
Address Postal office		lax number		
City or town (post branch)				
Up to	20 hits	~		
CLEAR FORM			Advanced search	Search

• choose one of the business entities from the list (search results),

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SERVIS	, D.O.O.				Cesta 8	2000	Maribor	0062	0077500

### Public posting of annual reports online (JOLP) – help



- type the access code in the appropriate box,
- tick the confirmation box "I agree to the Terms and Conditions" and
- click "Send".

To access the information, please rewrite the code	and tick the box to confirm your agreement with the general terms and conditions.
VOUWY	
VOUWY	
✓ I agree to the Terms and Conditions SEND	

The access code is automatically generated by JOLP and it changes with every access!

#### Use of the viewing service:

You may access the annual report and its parts by clicking the links (e.g. Balance Sheet, Consolidated annual report etc).

The annual reports are published in the form of:

- 1. spreadsheets (balance sheet and income statement), prepared using data from the database, and comments to the financial statements,
- 2. PDF files,
- 3. scanned document images (TIF).

# 1) ANNUAL REPORTS IN SPREADSHEET FORMAT

An annual report published in the form of a spreadsheet is displayed directly on the website.

You can print either an individual form or the whole annual report. Clicking the "Print" button opens a new tab where you can print or save the document. Clicking the "Print all" button automatically creates a PDF file with related forms you can save or print.

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SERVIS, D. Cesta 8 2000 Maribor ID number: 12	<b>.0.0.</b> 234567000						
Type report			for the year/period	Date of public posting	Version	Document	
Annual repo	ort (Official EU languag	je: SLOVENE)	2015	03.05.2016	-	Balance sheet	
						Income statement	
						Clarifications to the statements	

# 2) ANNUAL REPORTS IN PDF FORMAT

Annual reports published as PDF documents may be opened by clicking the document you can save or print using the browser functionality or a PDF reader (e.g. Adobe Acrobat Reader). The official EU language in which the annual report has been published is indicated in brackets.

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Registers / Annual Reports / JOLP				
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ZALOŽBA D.D. Cesta 8 1000 Ljubljana ID number: 1234567000				
Type report	for the year/period	Date of public posting	Version	Document
Audited annual report (Official EU language: SLOVENE)	2015	05.09.2016	-	Audited annual report (Official EU language: SLOVENE) - pdf (4333 kB)
Consolidated annual report (Official EU language: SLOVENE)	2015	05.09.2016	-	Consolidated annual report (Official EU language: SLOVENE) - pdf (4333 kB)

# 3) ANNUAL REPORTS IN THE FORM OF SCANNED DOCUMENTS

The annual report published in the form of a scanned document is displayed by clicking the document by using an image viewer.

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Type report			for the year/period	Date of pu	Iblic posting	Version	Document
Annual repo	ort (Official EU languag	je: SLOVENE)	2015	06.0	6.2016	-	Annual report (Official EU language: SLOVENE) - tif (