

**Documents Required for Opening a Current Account by
a Limited Liability Company (LLC) or a Company
with Additional Liability (CAL)**

1. Application for account opening.
2. Corporate entity questionnaire.
3. Beneficial owner (ultimate beneficiary) questionnaire.
4. Certificate of state registration (or re-registration) of the Limited Liability Company (LLC) or Company with Additional Liability (CAL) from the registering authority in the Kyrgyz Republic.
5. Copy of the LLC or CAL charter.
6. Copy of the founding agreement (if the founders of the LLC or CAL consist of two or more individuals, and the LLC or CAL cannot have as its sole participant another business entity comprised of a single person, per Article 128 of the Civil Code of the Kyrgyz Republic).
7. Copy of the decision (protocol) of the participant(s) regarding the establishment (re-registration) of the LLC (CAL) and approval of the charter.
8. Copy of the decision (protocol) of the participant(s) electing/appointing individuals with the right to the first signature (director, president, etc.).
9. Copy of the order from the head of the executive body of the LLC or CAL appointing the accountant/chief accountant (if the accountant/chief accountant is indicated in the signature sample card).
10. Copy of the license for conducting activities subject to licensing according to the legislation of the Kyrgyz Republic (if the client engages in a licensed activity). If licensing is required after the account is opened, the copy of the license will be provided after it is obtained.
11. Certificate from the tax authority of the Kyrgyz Republic confirming tax registration.
12. Copy of the taxpayer registration card (TIN) (mandatory only for legal entities registered in the Kyrgyz Republic before April 1, 2009).
13. Signature sample card with an official seal, notarized.
14. Copies of identification documents for the individuals listed in the signature sample card (the original must be presented for verification when providing in person).
15. Copies of identification documents for the founders of the LLC or CAL; no company seal is required.

Additional Document Requirements:

- When submitting a notarized copy, the bank employee must verify it against the original and mark it as “verified against the original,” including the date, their name, and signature, ensuring it is stamped by the legal entity. This verification is not required for copies provided by the client that are already notarized.
- Copies of non-notarized documents must be stamped by the legal entity and signed by the head.
- If a copy of the document is not stamped by the legal entity, the bank employee must verify it against the original and mark it accordingly.

Note:

This list of documents is not exhaustive. The bank reserves the right to request additional documents and information necessary for the identification of the beneficial owner (ultimate beneficiary) and may refrain from opening an account until the appropriate documents are provided.

If the registration/re-registration of the legal entity with the Ministry of Justice of the Kyrgyz Republic is conducted directly by the founders, notarization of their signatures on the founding decision is not required.

**Required Documents for Opening a Current Account by
a Joint-Stock Company**

1. Application for Account Opening.
2. Corporate Entity Questionnaire.
3. Beneficial Owner (Ultimate Beneficiary) Questionnaire.
4. Certificate of State Registration (or Re-registration) from the Kyrgyz Republic's registering authority.
5. Copy of the Joint-Stock Company's Bylaws.
6. Copy of the Founding Agreement (if there are two or more founders). This agreement takes effect upon signing and remains in force until the registration of the results of the founding issuance of shares by the authorized state authority regulating the securities market (see Kyrgyz Republic Law on Joint-Stock Companies, Article 9).
7. Copy of the decision (protocol) of the participants regarding the establishment (or re-registration) of the joint-stock company and approval of the bylaws.
8. Copy of the decision (protocol) electing members of the Board of Directors (if applicable).
9. Copy of the decision (protocol) regarding the appointment of the head of the executive body and individuals authorized to sign.
10. Copy of the order appointing the accountant or chief accountant (if indicated in the signature sample card).
11. Copy of the Shareholder Register, certified by the company seal and the head's signature. If the original is provided, it must be certified by the registrar.
12. Copy of the License for Conducting Licensed Activities (if applicable).
13. Tax Registration Certificate from the tax authority.
14. Copy of the Taxpayer Identification Number (TIN) registration card (mandatory only for entities registered before April 1, 2009).
15. Notarized Signature Sample Card with Company Seal.
16. Copies of Identification Documents for individuals listed in the Signature Sample Card (originals must be presented for verification).
17. Copies of Identification Documents for founders and beneficial owners; no company seal is required.

Additional Document Requirements:

- Notarized documents must be verified against originals, marked "verified against the original," dated, and signed by the bank employee, who must also affix the company seal. This verification is not needed if the document is already notarized.
- Non-notarized copies must be stamped and signed by the head of the legal entity. The bank employee must confirm that the original is stamped and signed by the registrar.
- If a document copy lacks the company seal, it must be verified against the original.

Note:

If registration or re-registration is conducted by the founders directly (without authorized representatives), notarization is not required.

This list of documents is not exhaustive. The bank reserves the right to request additional information necessary for the identification of the beneficial owner and may delay account opening until appropriate documentation is provided.

Appendix 5

(Public Association or Fund)

Required Documents for Opening a Current Account by a Public Association or Fund

1. Application for Account Opening.
2. Corporate Entity Questionnaire.
3. Beneficial Owner (Ultimate Beneficiary) Questionnaire.
4. Certificate of State Registration (or Re-registration) from the Kyrgyz Republic's registering authority for the public association.
5. Copy of the Bylaws.
6. Copy of the decision (protocol) of the participants regarding the establishment of the public association or fund, approval of the Bylaws, and formation of the governing bodies of the nonprofit organization.
7. Copy of the decision (protocol) electing individuals authorized to sign (e.g., director, president).
8. Copy of the order from the head of the executive body regarding the appointment of the accountant or chief accountant (if indicated in the signature sample card).
9. List of individuals initiating the creation of the public association or fund. If the founders are individuals, the list must include their names, surnames, patronymics, birth years, and addresses, and it must be signed by the founders with notarized signatures. If the founder is a legal entity, the list should include the corporate name and registration date, with the signature of the legal entity's head stamped or notarized.
10. Tax Registration Certificate from the tax authority.
11. Copy of the Taxpayer Identification Number (TIN) registration card (mandatory only for entities registered before April 1, 2009).
12. Notarized Signature Sample Card with Company Seal.
13. Copies of Identification Documents for individuals listed in the Signature Sample Card (originals must be presented for verification).

Additional Document Requirements:

- When a client submits notarized document copies, the bank employee must verify them against the originals, mark the copies as "verified against the original," date them, sign, and affix the company seal. This verification is not required for documents already notarized.
- Non-notarized copies must be stamped and signed by the head of the legal entity.
- If a copy lacks a seal, the bank employee must verify it against the original and note "verified against the original" on the copy, along with the date and signature.
- The decision to establish the public association or fund, approve the bylaws, and form the governing bodies must be signed by the chairperson and secretary of the meeting, with notarized signatures. If there is one founder (individual or legal entity), the document must be signed by that founder with a notarized signature or company seal.

Note:

This list of documents is not exhaustive. The bank reserves the right to request additional information necessary for the identification of the beneficial owner and may delay account opening until appropriate documentation is provided.