

## Appendix 10

### (Legal Entities – Non-Residents of the Kyrgyz Republic)

#### List of Documents Required to Open a Current Account for a Legal Entity - Non-Resident of the Kyrgyz Republic

1. Application for account opening.
2. Legal entity questionnaire.
3. Beneficial owner (ultimate beneficiary) questionnaire.
4. Copy of the charter.
5. Copy of the founding agreement (if one was executed).
6. Copy of the legalized extract from the commercial (state) register or another document confirming that the company is a valid legal entity under the laws of its country.
7. Copy of the resolution (minutes) of the participant regarding the establishment of the legal entity and the approval of the charter.
8. Copy of the resolution (minutes) of the participant electing/appointing the authorized body (if applicable).
9. Copy of the resolution (minutes) of the participant or the minutes of the authorized body regarding the election/appointment of the head of the executive body and individuals entitled to first signature rights.
10. Copy of the order from the head of the executive body of the legal entity appointing the accountant/chief accountant (if the accountant/chief accountant is listed on the signature specimen card).
11. Copy of the license in cases where the legal entity engages in activities subject to mandatory licensing in accordance with the laws of its country—certified as required.
12. Certificate from the tax authority confirming the tax registration.
13. Signature specimen card and seal impression, certified by a notary.
14. Copies of identification documents for the individuals listed on the signature specimen card (when serviced in person, the original document must be presented for review, from which the copy is made).
15. Copies of identification documents for the participant(s) (individuals) and the beneficial owner (ultimate beneficiary); the seal of the legal entity is not required.

#### Additional Requirements for the Documents:

- A copy of a document that is not notarized must be certified with the seal of the legal entity and signed by the director.
- If a copy of the document is not certified with the seal of the legal entity, the Bank employee must compare the provided copy of the document with the original and make a notation on the copy stating “compared with the original,” along with the date, full name, and signature.
- All documents issued in foreign countries and submitted to the Bank must be properly legalized in accordance with the legislation of the Kyrgyz Republic, except for documents issued in countries that have ratified the Conventions on Legal Assistance and Legal Relations in Civil, Family, and Criminal Matters signed in Minsk on January 22, 1993, and in Chişinău on October 7, 2002. If the documents submitted to the Bank are issued in a country that is a signatory to the Hague Convention of October 5, 1961, abolishing the requirement of legalization of foreign official documents, their authenticity must be confirmed by an apostille.
- If the original document submitted to the Bank is in a foreign language, a translation of the documents into the state language and, if necessary, into the official language of the Kyrgyz Republic must be provided, certified by a translation agency.

#### Note:

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