

#	Item	Notes
	Founding documents	
1.	Loan application	
2.	Copy of charter	
3.	Copy of state registration certificate	
4.	Taxpayer's identification number	
5.	Copies of passports of persons owning 10 and more percent equity interest in the company, of the company's director and chief accountant; for legal entities, copies of charters, state registration certificates, copies of passports of the directors	
6.	For LLCs: reference on shareholding, issued by the state registry For OJSCs: reference from the state depository For CJSCs: statement from the register	
7.	Resolution of the general meeting on applying for a loan and pledging property, as necessary	
8.	List of assets (real estate and/or movable property, inventories, etc.) offered as collateral, documents certifying the origin, ownership and other rights to collateral (if any)	
9.	Patents (for patented activity)	
10.	Financial statements for the latest reporting period, certified by the tax authority, in accordance with the form approved by the RA Ministry of Finance and Economy	
11.	Reference from the tax authority on claims and liabilities	
12.	Agreements (lease, exclusive representation, etc.) related to the activity of the company (if any)	
13.	Other documents upon request	
	Information on the borrower's business	
1.	Account turnover with other banks (for the previous year and current period) in the form of bank statement	
2.	Copies of agreements on outstanding loans and advances with other banks, information on outstanding balance	
3.	Annual sales volumes on monthly basis (for the previous year and current period)	
4.	Expenses items on monthly basis (for the previous year and current period)	
5.	Balances of accounts receivable and payable per debtors and creditors list, their due dates and repayment schedules	
6.	Sales/supply contracts, orders, invoices, other documents substantiating regular process of sales	
7.	Expected inflows and outflows	
8.	Other documents upon request	

* No additional reference is required for data which are included in loan application.

** Present additional references if there is not enough space in the loan application form.

*** For prime-secured loans an application and resolution of authorized body, if necessary, are required.