

List of Documents and Information to be Submitted by Potential Borrowers

Version 5

Effective date: August 17, 2021

№	Name	Notes
Documents Required for Loan Application Review and Decision-Making¹		
1.	Loan application*	
2.	Documents (certificate or other documents) certifying the title to the pledged property (real estate and/or movable property, inventories, etc.)	
2.1	Documents (if any) certifying the origin of and title to the collateral, as well as other rights thereto: <ul style="list-style-type: none"> • in case of real estate: documents certifying the title specified in the ownership certificate • in case of movable property: documents certifying the basis for the title to the movable property 	
3.	Tax clearance certificate	
4.	Bank statements showing account turnover with other banks (for the previous year and current period)	
5.	Sale/supply agreements, orders, invoices, other documents certifying normal course of sales	
6.	Agreements related to the company's operation: rent, exclusive representation, etc. (if any)	
7.	Initial report on collateral appraisal (if required), geodetic measurement of land plot ²	
8.	Financial statements for the most recent reporting year that have been filed with tax authorities and approved by the latter	
9.	Environmental impact assessment report, technical safety report, examination reports, feasibility studies, etc., required under the applicable Armenian laws and regulations and/or the bank's bylaws and regulations (if the company's activity is associated with high environmental risks)	
List of documents required for loan issuance and execution of agreement upon approval¹		
1.	Documents required for account opening for non-account holders	
2.	In cases and order specified by charter: decision of authorized body (meeting of shareholders/stockholders/founders and/or board) on signing transactions related to getting loans from the bank and providing security (collateral, guarantee, etc.)	
3.	Reference on registered shareholders/participants/founders, director and the latest amendments to the charter, in particular: <ul style="list-style-type: none"> • for stock companies and legal entities of other legal forms: issued by the state depository 	
4.	For pledge formalization: <ul style="list-style-type: none"> • in case of real estate: joint reference issued by the relevant branch of the Republic of Armenia State Cadaster • in case of CJSC shares: reference issued by the state depository • in case of vehicles: reference issued by the Road Police 	
5.	Information on pledgers (if not borrowers at the same time) <ul style="list-style-type: none"> ○ For individuals <ul style="list-style-type: none"> ▪ Copies of passports ▪ If married – marriage certificate and spouse's passport, in case the spouse is deceased – death certificate ▪ If single: <ul style="list-style-type: none"> • Single status certificate issued by the archive or relevant branch of the Registry office, or single status declaration verified by the notary 	

¹ The Bank may request other documents apart from the specified documents notifying the client respectively.

² Geodetic measurement is required (except for fenced and private household land plots), if:

- The requested loan amount exceeds 50 million AMD, and

- The share of credit limit secured by pledge of land in total available credit limit exceeds 30%. Total available credit limit is the aggregate sum of funds approved for the customer by the relevant authorized body of the bank under the acceptable LTV ratio.

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	<ul style="list-style-type: none">• If divorced – certificate of divorce<ul style="list-style-type: none">○ For legal entities: charter, certificate of registration, copy of director’s passport, as well as documents envisaged by points 1 and 2 of this part.	
6.	Final report on collateral appraisal (if required)	
7.	Certificate/agreement on collateral insurance (upon request)	
8.	Natural resources operation agreements and other ecology-related agreements, permits, certificates, licenses, etc., required under the applicable Armenian laws and regulations	

* If the space in the loan application is insufficient, please, provide required information as separate references.

** In case of prime-ranking (highly liquid) security, the borrower should submit an application and decision of the authorized body, if required.