

The list of documents required for opening an account

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Joint Stock Company

1. Account application.
2. Extract from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version, and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee.
6. Written information about shareholding:
 - 6.1 In the case of shareholders with more than 50 members – an extract from the register of the independent registrar. If one of the shareholders in the register is a legal entity/unregistered organizational entity - an extract from the relevant register for each legal entity/organizational entity within its structure or another document that establishes the information about each person included in the ownership and management structure before identifying the individual/beneficiary owner.
 - 6.2 In the case of shareholders with less than 50 members - an extract from the register of the independent registrar (if the organization has an independent registrar). If the register of enterprise share participation is maintained by the enterprise itself - a letter drawn up by the director about the shareholders of the joint-stock company. If one of the shareholders in the register is a legal entity/unregistered organizational entity - an extract from the relevant register about each legal entity/organizational entity within its structure or another document that establishes the information about each person included in the ownership and management structure before identifying the individual/beneficiary owner.
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Limited Liability Company

1. Account application.
2. Extract from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version, and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee.
6. If the extract of the LLC determines that one of the founders/partners of the company is a legal entity/unregistered organizational entity - an extract from the relevant register for each legal entity/organizational entity within its structure or another document that establishes the information about each person included in the ownership and management structure before identifying the individual/beneficiary owner.
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Joint Liability Company

1. Account application.
2. Extract from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an

identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.

4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version, and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee.
6. If the extract of the JLC determines that one of the founders/partners of the company is a legal entity/unregistered organizational entity - an extract from the relevant register for each legal entity/organizational entity within its structure or another document that establishes the information about each person included in the ownership and management structure before identifying the individual/beneficiary owner.
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Limited Partnership

1. Account application.
2. Extract from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version, and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee.
6. If the extract of the LP determines that one of the founders/partners of the company is a legal entity/unregistered organizational entity - an extract from the relevant register for each legal entity/organizational entity within its structure or another document that establishes the

information about each person included in the ownership and management structure before identifying the individual/beneficiary owner.

7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Cooperative Society

1. Account application.
2. Extract from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version, and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee.
6. Written information about the partners' shareholding (register of shareholders) maintained by the enterprise (the person/organization maintaining the register is determined by the statute, e.g.: Gamgeoba). If one of the company partners in the register is a legal entity/unregistered organizational entity - an extract from the relevant register for each legal entity/organizational entity within its structure or another document that establishes the information about each



person included in the ownership and management structure before identifying the individual/beneficiary owner.

7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to present.
8. Self-declaration form.

Homeowner Association

1. Account application.
2. Tax registration certificate/document evidencing the assignment of a taxpayer identification number (if a homeowner association is under obligation to pay taxes).
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute), if any, which establishes the nature of the organization's activity, the ownership and management (controlling) bodies, and the person having representative powers; the document must be the recent and original version, and if such is not available, a notarized copy. The authority of the person signing the document and the genuineness of the signature must be verified/determined by a notary.
6. Minutes of the meeting of the partnership founders/agreement that establishes the partnership identification data and the identity and authority of the authorized person(s).
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Joint Venture (Partnership)

1. Account application.
2. A written statement by the Customer that the joint venture (partnership) does not pursue entrepreneurial activities and/or will not use this account for entrepreneurial purposes. The



account holder is responsible for all consequences arising from the violation of the mentioned provision.

3. Tax registration certificate (if a partnership is under obligation to pay taxes).
4. Identity document of the person having representative powers.

Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.

5. Specimen signature of the person having representative powers, certified by the Bank or a notary.
6. Founding/constituent document (charter/statute), if any, which establishes the nature of the organization's activity, the ownership and management (controlling) bodies, and the person having representative powers; the document must be the recent and original version, and if such is not available, a notarized copy. The authority of the person signing the document and the genuineness of the signature must be verified/determined by a notary.
7. Minutes of the meeting of the partnership founders/agreement that establishes the partnership identification data and the identity and authority of the authorized person(s).
8. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
9. Self-declaration form.

**Non-entrepreneurial (Non-commercial) Legal Entity
(e.g.: union, association, federation, foundation)**

1. Account application.
2. Extract from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides, if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. If the extract from the Register of Non-entrepreneurial (Non-commercial) Legal Entities determines that one of the founders/partners of the company is a legal entity/unregistered organizational entity - an extract from the relevant register for each legal entity/organizational

entity within its structure or another document that establishes the information about each person included in the ownership and management structure before identifying the individual/beneficiary owner.

6. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version, and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee.
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Unregistered Association

1. Account application.
2. Tax registration certificate/tax registration document, if any.
3. Identity document of the person having representative powers; if the representative powers are granted to a legal entity - an extract of the latter from the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities or, in the case of a legal entity of a foreign country - an extract from the relevant register; besides if a trustee opens the account - an identity document of the trustee and an original or certified copy of the document establishing/confirming the representative powers.
4. Specimen signature of the person having representative powers, certified by the Bank or a notary.
5. Founding/constituent document (charter/statute), if any, which establishes the nature of the organization's activity, the ownership and management (controlling) bodies, and the person having representative powers; the document must be the recent and original version, and if such is not available, a notarized copy. The authority of the person signing the document and the genuineness of the signature must be verified/determined by a notary.
6. Minutes of the meeting of the partnership founders/agreement that establishes the partnership identification data and the identity and authority of the authorized person(s).
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

Legal Entity under Public Law

1. Account application.
2. Extract from the Revenue Service register of taxpayers.
3. The appointment document given to the person having representative powers, certified by the relevant (personnel, chancellery or other) department of the organization with the recent date. The right of signature is granted to a person authorized to manage funds by the decision of a superior (higher) body, as well as to officials empowered by that person.
4. Identity document of the person having representative powers, certified by the Bank or a notary.
5. Specimen signature of the person having representative powers, certified by the Bank or a notary.
6. Founding/constituent document (charter/statute/agreement or contract) that establishes the nature of the organization's activity, the ownership and management (controlling) bodies; the document must be the recent, and original version (except for legal acts), and if such is not available, a notarized copy or a copy certified by the entrepreneurial register with a wet seal or a copy of the document uploaded to the website of the Register of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities certified by a bank employee or a copy of the document posted on the website of the government agency.
7. A copy of the identity document of the beneficiary owner. If the beneficiary owner is a non-resident - a copy of the passport allowed when crossing the customs border of Georgia is required to be present.
8. Self-declaration form.

