

**List of Documents and Information to be Submitted by Potential Borrower  
(for loans over USD 250,000 or its equivalent in other currency)**

Version 4

Effective date: September 19, 2019

№	Name	Notes
<b>Documents Required for Loan Application Review and Decision-Making</b>		
1.	Loan application*	
2.	Documents required for account opening for non-account holders	
3.	Documents (certificate or other documents) certifying the title to the pledged property (real estate and/or movable property, inventories, etc.)	
4.	Tax clearance certificate	
5.	Bank statements showing account turnover with other banks (for the previous year and current period)	
6.	Agreements on sale/supply, orders, invoices, other documents certifying natural procedure of sales	
7.	Agreements on company's activity: rent, exclusive representation, etc. (if any)	
8.	Initial report on collateral appraisal (if required), geodetic measurement of land plot <sup>1</sup>	
9.	Financial statements for the most recent reporting period according to the forms approved by the Republic of Armenia Ministry of Finance and Economy, certified the Tax Inspectorate, i.e.: <ul style="list-style-type: none"> <li>• for the most recent reporting year (for those submitting balance sheet and income statement)</li> <li>• for the most recent reporting quarter (for payers of fixed tax and/or simplified tax)</li> </ul>	
10.	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)	
<b>List of documents required for loan issuance and execution of agreement upon approval</b>		
1.	In cases and order specified by charter: decision of authorized body (meeting of shareholders/stockholders/founders and/or board) on applying for loan facilities and pledging assets (collateral, guarantee, etc.)	
2.	Reference on registered shareholders/participants/founders, director and the latest amendments to the charter <ul style="list-style-type: none"> <li>• for LLC: issued by the state registry</li> <li>• for stock companies and legal entities of other legal forms: issued by the state depository, or by the state registry if the information refers to the director and the latest amendments to the charter</li> </ul>	
3.	For pledge formalization: <ul style="list-style-type: none"> <li>• in case of real estate: joint reference issued by the relevant branch of the Republic of Armenia State Cadaster</li> <li>• in case of movable property: reference issued by the movable property registration subdivision of the Republic of Armenia State Cadaster</li> </ul>	
4.	Documents (if any) certifying the origin of the collateral and property, as well as other rights thereto <ul style="list-style-type: none"> <li>• in case of real estate: documents certifying the title specified in the ownership certificate</li> <li>• in case of movable property: documents certifying the basis for the title to the movable property</li> <li>• Information on pledgers (if not borrowers at the same time)                             <ul style="list-style-type: none"> <li>○ For individuals                                     <ul style="list-style-type: none"> <li>▪ Copies of passports</li> <li>▪ If married – marriage certificate and spouse's passport, in case the spouse is deceased – death certificate</li> <li>▪ If single:   <ul style="list-style-type: none"> <li>• Single status certificate issued by the archive or relevant</li> </ul> </li> </ul> </li> </ul> </li> </ul>	

<sup>1</sup> 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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	branch of the Registry office, or single status declaration verified by the notary <ul style="list-style-type: none"> <li>• If divorced – certificate of divorce</li> <li>○ 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.</li> </ul>	
5.	Report on collateral appraisal (if required)	
6.	Certificate/agreement on collateral insurance (upon request)	
7.	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.