

BRANCH _____

Client ID number _____

(filled-in by a bank official)

APPLICATION / REQUEST

registration/updating data for client (legal entity)

Date of filling-in: _____

1. GENERAL CLIENT INFORMATION			
Resident			
Non-resident			
Full name			
Short name			
Tax number			
ID number			
Country by the Law of which the client is registered			
Filled-in by resident		Filled-in by non-resident	
Address in RM		Address in resident country	
City		City	
Country		Country	
Telephone in RM		Telephone in resident country	
Fax in RM		Fax in resident country	
Date of evidencing in the Register (date of constitution of the legal entity)			
Number of document within the appropriate register in which the legal entity-(non-resident) is registered. (provided there is such a register in the country where the legal entity is registered). In lack of such a number, the date of the document issuing should be stated.			
Decision by a special registering institution for a license for certain activities or a license (exchange operations, leasing, games of chance, insurance, fast money transfer) (in case the legal entity activity requires a special license/ license according to the positive legal regulation)		1. yes (fill-in cells 1 and 2 bellow) 2. no (continue to 3)	
1. Issuing authority of the document / Name of the institution			
2. Date of issuing of the license / permission			

3. Principal activity:_____	Main revenue code:_____	
0		
4. Organizational form:_____		
5.Size of company / legal entity	1. micro 2. small 3. medium 4. large (before answering please read the additional explanation given below)	
Number of employees (current condition)*		
2. OTHER CLIENT DATA		
Capital related organizations / legal entities with share equal or higher than 20% of the capital	_____ _____ _____ _____	
Management connection with other legal entities or natural persons	_____ _____ _____ _____	
E-mail address		
Web page*		
Bank products / services to be used*	1. transactional account 6. e-banking 2. foreign currency account 7. Letter of credit 3. payment cards 8. Letter of guaranty 4. loans 5. deposits 9. Safe-box 10.Other reasons for the purpose and intention of business relation _____	
Expected annual turnover on the account in the Bank (expressed in euro)	1. up to 500.000 euro 2. from 500.000 to 2.000.000 euro 3. from 2.000.000 to 5.000.000 euro 4. above 5.000.000 euro *According to the results of the analysis from the established business relationship with the client, the Bank reserves the right to claim additional financial operational reports from the legal entity	
Expected business relationships with clients from the following countries:	Macedonia (807)	Turkmenistan (795)
	USA (840)	Bahamas (044)
	Canada (124)	Bermuda (060)
	EU _____	Gibraltar (292)
	Australia (036)	Cayman Islands (136)
	Iran (364)	British Virgin Islands (092)

		Pakistan (586)	Panama (591)	
		Uzbekistan (860)	China (156)	
		Other country _____		
Founders/owners (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Founders/owners (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Founders/owners (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Founders/owners (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Legal representative (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Legal representative (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Legal representative (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Authorized person for work with the account (name and surname)				
Personal identification number		Address		
No of ID / No. of passport		Issuing authority		
Authorized person for work with the account (name and surname)				

Personal identification number		Address	
No of ID / No. of passport		Issuing authority	
Authorized person for work with the account (name and surname)			
Personal identification number		Address	
No of ID / No. of passport		Issuing authority	
Contact person (name and surname)			
3. CLIENT'S CONCURRENCE:			
<p>By signing this application/ request I herewith confirm that:</p> <ul style="list-style-type: none"> - the data stated above are correct; - in case of change of my statutory data I shall notify the Bank within 3 working days from the occurrence of the change. Otherwise, each delivery by the Bank to the client shall be considered as properly facilitated on the address stated herewith; - I agree my personal data stated in this application to be registered, processed and updated for the Bank's needs and, if needed, the Bank to transfer my personal data to other member countries of EU or EEA or other countries which are not members of EU or EEA, upon prior approval for transfer of personal data by the Office for personal data protection; - I am informed that the above stated data are considered business secret according to the Banking Law and other positive regulations; - the Bank retains the right to require other client data with reference to the established business relationship; - the Bank retains the right to terminate the business relationship with the client at any time; - I am informed about the conditions on establishing business relationships with the bank and I accept these in their entirety. 			

*data which are not mandatory

Notice: the Application is considered completely filled-in provided it comprises all mandatory data, which will be checked-out by a bank official who establishes/updates the business relationship with the client.

Place and date

Signature and stamp of an authorized person

(person who opens/updates the account in the Bank)

*** Additional explanation (size of company / legal entity):**

1. A micro size commercial entity shall be a commercial entity that, in each of the last two accounting years, or in the first year of its operations, has met the following two criteria:

- the average number of employees, based on the number of their full-time working hours, is up to 10 employees; and
- the gross annual revenue acquired from any source does not exceed EUR 50,000 in denar counter-value;

2. A small size commercial entity shall be a commercial entity that, in each of the last two accounting years, or in the first year of its operations, has met at least two of the following criteria:

- the average number of employees, based on the number of their full-time working hours, is up to 50 employees;
- the annual income is less than EUR 2,000,000 in denar counter-value, and the total turnover is less than EUR 2,000,000 in denar counter-value; and/or
- the average value (at the beginning and at the end of the accounting year) of the total assets is less than EUR 2,000,000 in denar counter-value.

3. *A medium size commercial entity* shall be a commercial entity that, in each of the last two accounting years, or in the first year of operations, has met the first criterion and at least one of the second or third of the following criteria:

- the average number of employees, based on the number of their full-time working hours, is up to 250 employees;
- the annual income is less than EUR 10,000,000 in denar counter-value; and/or
- the average value (at the beginning and at the end of the accounting year) of the total assets is less than EUR 11,000,000 in denar counter-value.

Commercial entities, which are not classified as small or medium size commercial entities shall be treated as *large commercial entities*. In case of the inability to classify the commercial entities in paragraph 2 and 3, i.e. when each of the three criteria are different, the commercial entities shall be classified as medium size commercial entity. In case of the inability to classify the commercial entities in paragraph 1, i.e. when the two criteria are different, the commercial entities shall be classified as small size commercial entity.

STATEMENT FOR BENEFICIAL OWNER

I (name and surname) _____ with ID no. _____ and residence at _____ act as an authorized person for opening /updating the account of the below mentioned company, on the position of _____ in the Company.

Full name: _____

Address: _____

Tax number: _____

In order to establish business relationship with the Bank, I herewith declare that the beneficial owner/s (**please look at the explanation stated below) is/are:

Private individuals:

	Name and surname	ID No*	Passport no/ ID card No	Address	Holder of public function (PEP)
1					<input type="checkbox"/> Yes <input type="checkbox"/> No
2					<input type="checkbox"/> Yes <input type="checkbox"/> No
3					<input type="checkbox"/> Yes <input type="checkbox"/> No
4					<input type="checkbox"/> Yes <input type="checkbox"/> No

** Beneficial owner is a private individual who is an ultimate owner or who accomplishes indirect influence over the client and/or private individual for whose name and account, the transaction is being performed

Beneficial owner of a legal entity is a private individual:

- a) who accomplishes direct or indirect participation of at least 25 % of the total shares i.e. voting rights of the legal entity, including possession of transferable shares and
- b) who otherwise establishes control over the management and achieves benefit with the legal entity.

Determining of the beneficial owner is not necessary in the following cases:

- state owned institutions, local self government bodies, public companies, institutes and economic chambers
- _____
- banks, affiliations of banks, saving houses, pension funds, insurance companies _____
- for legal entities listed on public stock exchange _____

Definition on holders of public function and persons related to them, as according to the current regulations in RM:

"Holders of public function" are natural persons that are not citizens of the R.Macedonia, who are or have been entrusted with a prominent public function in the Republic of Macedonia or abroad, such as:

presidents of states and governments, ministers and deputy ministers, members of parliament, elected and appointed public prosecutors and judges in the courts, members of governing bodies in the state audit institution and members of the highest board in the Central bank, ambassadors, officers of high rank in the armed forces (ranks higher than colonel), elected and appointed persons in accordance with law and members of the governing bodies in the state-owned enterprises, individuals with positions in political parties (members of the organs of political parties) and persons who have been entrusted with prominent position in international organization such as: directors, deputy directors, members of management and supervisory board or other equivalent positions

The term "holder of public function" also includes family members in accordance with the Family law and persons who are considered close associates:

- business partners (any natural person who is known to have joint ownership of the entity, has established agreements or other close business relations with the "holder of public function") and persons who have established legal entity in favor of holders of public office.

Persons are considered for holder of public function for at least one year after the termination of the performing of public function, based on previously conducted risk assessment from the part of the subjects.

Notice:

1. In case of changing of the ownership and management structure of the Company, it is obliged to inform the Bank in short notice about the changes in the part of the beneficial owner and to submit to the Bank a new Statement with updated data, within 15 days from the change.
2. According to my findings, the abovementioned persons are not involved in any kind of illegal activities.
3. The data in this Statement are given under fully material and criminal responsibility, and by this signature I hereby confirm that the same are accurate and complete

Place and date

Signature of the authorized person

TO BE FILED-IN BY THE BANK:

The request is received and checked by: _____

Signature of the Bank official: _____

Date: _____

Branch / affiliate: _____

STATEMENT ON HOLDERS OF PUBLIC FUNCTION OF THE CLIENT

I _____ (name and surname) with
ID number _____ herewith declare, under moral, criminal and material
responsibility that:

- a) I am not a holder of public function
b) I am a holder of public function _____ (the position is stated) and/or a
person related to a holder of public function

****Definition on holder of public function and/or persons related to holder of public function, as according to
the current regulations in RM**

"Holder of public function", are natural persons that are not citizens of RM, who are or have been entrusted with a
prominent public function in the Republic of Macedonia or abroad, such as:

- a) presidents of states and governments, ministers and deputy ministers,
- b) members of parliament,
- c) elected and appointed public prosecutors and judges in the courts,
- d) members of governing bodies in the state audit institution and members of the highest board in the Central bank
- e) ambassadors,
- f) officers of high rank in the armed forces (ranks higher than colonel),
- g) elected and appointed persons in accordance with law and members of the governing bodies in the state-owned
enterprises
- h) individuals with positions in political parties (members of the organs of political parties) and
- i) Persons who have been entrusted with prominent position in international organization such as: directors, deputy
directors, members of management and supervisory board or other equivalent positions

The term "Holder of public function" also includes:

- a) family members in accordance with the Family law
- b) persons who are considered close associates:
 - business partners (any natural person who is known to have joint ownership of the entity, has established
agreements or other close business relations with the "holder of public function") and
 - persons who have established legal entity in favor of holders of public function.

Persons from paragraph a) to i) are considered for holder of public function for at least one year after the termination of the
performing of public function, based on previously conducted risk assessment from the part of the subjects.

Stated by:

(Name and surname)

Date and signature

To be filled-in by the Bank:

The request is received and checked by: _____

Signature of the Bank official: _____

Date: _____

Branch/Affiliate: _____