

**LIST OF REQUIRED DOCUMENTS**  
**for contracting a loan intended to leasing activity**

DOCUMENT
The Articles of Association of the company, all the related addenda, the Certificate of Incorporation <sup>1</sup> registered with the Trade Register, the Certificate attesting the company's details issued by the Trade Register, the mention registration requests. These documents shall be submitted to the loan dossier as copies certified as true copies by the advisor of legal person customer <sup>2</sup> ;
Certificate of tax clearance <sup>3</sup> ;
Loan Application signed by the persons authorized to represent the legal person applicant;
Resolution of the General Meeting of Shareholders or of the Board of Directors, by which the representatives were authorized to contract bank loans on behalf of the company;
Agreement for accessing the Credit Risk Unit (CRC); in case of a company member of a holding, such agreements shall be submitted for all the holding's companies;
Accounting balance sheet for the last financial exercise ended, the afferent trial balance, the last trial balance and the trial balance for the similar period of the previous year (i.e. August 2005 and August 2004); always at least three trial balances afferent to minimum different 2 years shall be taken into consideration, except in case of companies active for less than 12 months, which may submit three trial balances for the same year. The loan analyst shall decide which of those balances are representative;
Report of company's auditors (legal or natural persons, active members of the Chamber of Financial Auditors in Romania), drawn up according to the legal provisions in force;
The last corporate tax declaration;
The forecast cash flows report afferent to the entire loan term;
Documents proving the ownership title over the proposed guarantees and their amounts;
Authorizations, endorsements and agreements necessary to the customer to develop its activity;
Declaration on own responsibility concerning whether it is or is not member of a holding;
The price offer for the goods to be purchased with the loan, the pro forma invoice, the sale-purchase/ procurement work execution contract to be credited, etc. Cash payments may be made with the subsequent submittal of the supporting documents, observing the provisions of the Procedure on the use and monitoring of loans granted to legal persons;
Any other required documents requested by the Bank according to the law in force;
If the customer benefits of guarantee ensured by some guarantee funds or other institutions, the related specific documents shall be requested

Note. The list of required documents shall be adapted according to the type of customer.