

**Required documents to issue the Bank's Letter of
Guarantee for the legal person customers**

The issue application signed by the persons authorized to represent the legal person applicant
<ul style="list-style-type: none"> - The first Articles of Association together with the delegate judge's decision and the afferent Mention registered with the Trade Register - Certificate of Incorporation registered with the Trade Register/ Register of Farms, - Complete, up to date and valid Certificate of company's details¹ issued by the Trade Register - Resolution of the General Meeting on the contracting of the credit facility and constituting the guarantee over the assets <p>These documents shall be submitted as copies to the loan dossier, after being attested as true copies by the account/customer support officer²</p>
The copies of functioning authorization, other authorizations required to develop the activity, attested as true copies;
Certificate of tax clearance ³
The document proving the registered office, respectively the documents attesting the use of the premises representing the registered office (i.e. the bailment contract, the ownership title, the lease contracts, etc.), which were submitted to the National Trade Register Office
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
List of signatures of the persons authorized to bind the company
Agreement for accessing the Credit Risk Unit; in case of a company member of a holding, such agreements shall be submitted for all the holding's companies
The sale-purchase, work execution, services provision contracts or the tender documentations, customs broker agreements, the written letter by which the Guarantee Office has communicated to the customer the amount of the global guarantee to be established in order to execute common/communitarian transit transactions, other documents, as the case may be, on which relies the issue application afferent to a bank letter of guarantee
The document attesting the submission in court, of a contestation against the administrative tax acts by which tax receivables are established, in case of an application for issue of a Bank Letter of Guarantee intended to suspension/non-commencement of the forced execution procedure for failure to pay the tax obligations
Authorization issued by the National Customs Authority on the use of a global guarantee by the customer and the letter issued by the NCA, specifying the reference amount and the granted simplification type, if any
Declaration on own responsibility concerning whether it is or is not member of a holding
List of litigations where the customer has the capacity of debtor, with the specification of the debt amounts
The financial and accounting reports, according to the provisions on analysis and approval of loans granted to legal persons
The last corporate tax declaration
Report on total outstanding payment and on outstanding payments broken down on items
The forecast cash flows report afferent to the entire loan/guarantee term
Documents proving the ownership title over the proposed guarantees and their amounts
Any other documents considered as required.

Note. The list of required documents shall be customized according to the type of customer, type of loan, which the letter of guarantee is to be transformed into and type of counter guarantees to be submitted by the customer.