



Branch/City-branch	
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Client's ID No.	
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Note:	
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(to be filled in by an authorized officer of the Bank)

**APPLICATION**

(identification/update of client – legal entity)

Date of filling in: \_\_\_\_\_

<b>1. MAIN DATA ON THE CLIENT</b>					
<b>1. Resident</b>			<b>2. Non-resident</b>		
Full name			Short name		
Tax No. (UTN)			Corporate Reg. No. (CRNE)		
Country under law of which the client is registered					
Resident:	Address in RM:	City:	Country:	Tel. in RM:	Fax in RM:
Non-resident	Address in domicile country:	City:	Country:	Tel. in domicile country:	Fax in domicile country:
Act No. from the respective Entry Register the legal entity is registered in, and in lack of that number indicate the date of issuance of the Act – if such Register exists in the country the legal entity is registered in: _____			Date of entry in the Register (date of foundation of the entity): _____		
Decision issued by specialized institution for issuing approval to perform certain activities or license – exchange operations, leasing, games of chances, insurance, quick money transfer – if special license is required for the business activities of the company in accordance with the applicable law regulations			1. yes (fill in under 1 and 2 below) 2. no (continue from number 3)		
1. Document issuing authority – name of the institution:			2. Date of issuance of the decision / license		
3. Main business activity: _____			4. Business activity code: _____		
5. Mark the number of the respective business activity: 1. Public authorities (administration) 2. Education 3. Health care 4. Trade 5. Financial intermediation and banks 6. Accounting, information technology and telecommunications 7. Industry and construction 8. Traffic 9. Sport, arts and culture 10. Own company /business 11. Agriculture 12. Lawyers 13. Notaries 14. Levying officers 15. Tourism and catering 16. Economic-legal consulting 17. NGOs 18. International organizations 19. Casinos, betting shops and games of chance 20. Sole proprietor 21. Other _____					
TYPE OF CLIENT (mark the form of the legal entity): 1. DOOEL (sole proprietorship limited liability company) 2. DOO (limited liability company) 3. AD (joint-stock company) 4. Public enterprise 5. State owned 6. Citizens association 7. Sole proprietor 8. Other _____					
SIZE OF THE COMPANY / LEGAL ENTITY: 1. micro 2. small 3. medium 4. large					Number of employees (current statement)*:
Before answering, please read the additional explanation given below					
<b>2. OTHER DATA ON THE CLIENT</b>					
Capitally related legal entities with share equal or higher than 20% capital related share of individuals					
Managing relation with other legal entities and individuals with share equal or higher than 20%					
E-mail address:					web site*:
PRODUCTS/SERVICES USED 1. transaction account 2. FX account 3. cards 4. loans 5. deposits 6. Internet banking 7. Letters of Credit 8. guarantees 9. safe-deposit box 10. other reasons for the business relation purpose and intention _____					
PROJECTED ANNUAL TURNOVER ON THE ACCOUNT WITH THE BANK (IN EUR): 1. up to EUR 500,000 2. EUR 500,000 – EUR 2,000,000 3. EUR 2,000,000 – EUR 5,000,000 4. over EUR 5,000,000					
*Pursuant to the results from the analysis of the business relation established with the client, the Bank shall keep its right to require additional financial report on the operation of the legal entity					
EXPECTED BUSINESS RELATIONSHIPS WITH CLIENTS FROM THE FOLLOWING COUNTRIES: 1. Macedonia (807) 2. USA (840) 3. Canada (124) 4. EU __ 5. Australia (036) 6. Iran (364) 7. Pakistan (586) 8. Uzbekistan (860) 9. Turkmenistan (795) 10. Bahamas (044) 11. Bermuda (060) 12. Gibraltar (292) 13. Cayman Islands (136) 14. British Virgin Islands (092) 15. Panama (591) 16. China (156) 17. Cyprus 18. Japan 19. Russia 20. Burma 21. Other _____					
Legal representative / Manager, Director or similar (name and surname)					
Personal Reg. No. _____	ID / Passport No. _____	Address _____		Issuing authority _____	
Legal representative / Manager, Director or similar (name and surname)					
Personal Reg. No. _____	ID / Passport No. _____	Address _____		Issuing authority _____	
Legal representative / Manager, Director or similar (name and surname)					
Personal Reg. No. _____	ID / Passport No. _____	Address _____		Issuing authority _____	
Legal representative / Manager, Director or similar (name and surname)					
Personal Reg. No. _____	ID / Passport No. _____	Address _____		Issuing authority _____	
Person authorized to work with the account (name and surname)					
Personal Reg. No. _____	ID / Passport No. _____	Address _____		Issuing authority _____	
Person authorized to work with the account (name and surname)					
Personal Reg. No. _____	ID / Passport No. _____	Address _____		Issuing authority _____	
Contact person (name and surname)					

**3. CLIENT'S CONSENT**

By signing this Application I confirm that:

- the above information is true and correct;
- I hereby undertake to inform the Bank of any change of my personal data (including the address details), within 3 working days thereof. Otherwise, any delivery by the Bank to the Client shall be considered as properly made to the address stated herein;
- I hereby agree that my personal data stated herein may be registered, processed, updated for the needs of the Bank, and, if necessary, the Bank may transfer my personal data to other EU or EEA member states, or to other non-member states against prior approval for transfer of personal data by the Directorate for Personal Data Protection;
- I am aware that the above data are business secret pursuant to the Banking Law and other applicable law regulations;
- the Bank shall keep the right to require additional information for the purposes of the business relationship established;
- the Bank shall keep the right to terminate the business relationship with the client at any time;
- I am familiar with the conditions for establishing business relationship with the Bank and I accept them in full;

\*non-mandatory data

Note: the Application shall be considered as completely filled in if it contains all mandatory data which shall be subject to control by a bank officer who establishes the business relationship with the client

Place and date

Signature and seal of the authorized person

(person authorized to establish business relation / update the data with the Bank)

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

1. *Micro business owner* is a business owner that in each of the recent two accounting years, or in the first year of operation met the following two criteria:

- average number of employees, based on hours of work, is up to 10 employees and
- gross income realized by the business owner of any resource does not exceed EUR 50,000 in denar equivalent

2. *Small business owner* is a business owner that in each of the recent two accounting years, or in the first year of operation met the following two criteria:

- average number of employees, based on hours of work, is up to 50 employees and
- annual income realized is lower than EUR 2,000,000 in denar equivalent, and the total turnover is less than EUR 2,000,000 in denar equivalent;
- average value (at the beginning and at the end of the accounting year) of the total assets is under EUR 2,000,000 in denar equivalent

3. *Medium business owner* is a business owner that in each of the recent two accounting years, or in the first year of operation, met the first criterion or at least one of the following two criteria:

- average number of employees, based on hours of work, is up to 250 employees
- annual income realized is lower than EUR 10,000,000 in denar equivalent, or
- average value (at the beginning and at the end of the accounting year) of the total assets is under EUR 11,000,000 in denar equivalent

The business owners that does not belong to the groups of small or medium business owners have the status of large business owners. If it is impossible to classify the business owners of items 2 and 3, or when all three criteria are different, the business owner shall be classified as medium business owner. If it is impossible to classify the business owners of item1, or when the two criteria are different, the business owner shall be classified as a small business owner.

**DECLARATION FOR THE TRUE OWNER**

I, (name and surname) \_\_\_\_\_ with Personal Reg. No. \_\_\_\_\_ and residence address at \_\_\_\_\_, as person authorized to open / update the account of the company indicated hereunder, on the position of \_\_\_\_\_ in the company:

Full name \_\_\_\_\_ Registered seat \_\_\_\_\_ Unique Tax No. \_\_\_\_\_ for the purpose of establishing business relationship of the company and the Bank, hereby declare that the true owner/owners (\*\* please see the explanation below) is/are:

Individuals:

	Name and surname	Personal Reg. No.*	ID / passport No.	Address	Politically exposed person (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

This Statement may not be filled out if the client is a legal entity whose securities are listed on any domestic or international stock exchange of countries that meet the international standards for prevention of money laundering and financing terrorism or data on the true owners are transparent and available to the public.

\*\*\*"True owner" of a legal entity is:

1. a natural person(s) who is beneficial owner of the legal entity or controls the legal entity through direct ownership of sufficient percent of stakes, shares, including holding bearer shares or voting right or other rights in the legal entity;
2. a natural person(s) who controls the legal entity through indirect ownership of sufficient percent of stakes, shares, including holding bearer shares or voting right or other rights in the legal entity; or
3. a natural person(s) who otherwise exercises control of the legal entity

Indicator of direct ownership is the ownership of over 25% of the stakes, voting rights or other rights in the legal entity or the ownership of 25% plus one share.

Indicator of indirect ownership is the ownership or control of a natural person(s) over one or more legal entities that individually or together hold over 25% of the stakes or 25% plus one share.

"True owner" of other legal entities (domestic and foreign associations and their federations, foundations, institutions, chambers, unions, political parties, cooperatives, religious communities, or other organizations (for which participation in management based on equity share cannot be determined) is considered any individual who is authorized to represent or a natural person who has a control position in the organization's property management.

"True owner" of a legal arrangement is any natural person who is:

1. founder;
2. trustee;
3. manager/s (if any);
4. beneficiary or group of beneficiaries of the managed property, provided that future beneficiaries are determined or can be determined;
5. individuals who performs the same or similar functions to the ones of points 1,2, 3 and 4; and/or
6. other natural person who through direct or indirect ownership or otherwise controls the legal arrangement.

"True owner" of a sole trader or sole proprietor is a natural person registered to perform certain activity and at the same time is the sole authorized representative.

"True owner" of budget users is the manager of the budget user.

**\*\*Definition of holders of public functions and/or persons related thereto as per the applicable law regulation in RM**

„Holders of public functions “ are natural persons who are or have been entrusted with public function in the Republic of Macedonia or in other state, as:

- a) presidents of states and governments, ministers and deputy or assistant ministers,
- b) elected members of parliament,
- c) judges of supreme or constitutional courts or other holders of high judicial functions against whose decisions, except in exclusive cases, may not be used legal remedies
- d) members of management bodies of supervisory and regulatory authorities and agencies, state audit institution and members of a central bank board,
- e) ambassadors,
- f) high rank officers in armed forces (ranks higher than colonel),
- g) elected and appointed persons pursuant to law and members of the management and supervisory bodies of the state-owned enterprises,
- h) persons holding functions in political parties (members of the political parties' bodies),
- i) persons are or have been entrusted with prominent function in an international organization, such as: directors, deputy directors, members of management and supervisory boards or other equivalent functions; and
- j) mayors and presidents of municipalities' councils.

The term "holders of public functions" also includes: 1) family members of the holder of public function, such as: spouse or a person the holder of public function lives in a non-marital cohabitation, children and their marital partners or persons the children of the holder of public function live in a non-marital cohabitation with or - parents of the holder of public function. 2) persons considered as close associates to the holder of public function are: persons who are known to have joint ownership of a legal entity, have concluded agreements or established other close business relations with the holder of public function or persons who are the only owners of legal entities or legal arrangements that are known to be established in favour of the holder of public function.

The persons under the items a) to j) shall be considered as holders of public functions for at least two years after the termination of the public function, based on previously conducted risk assessment by the entities.

**Note:** 1. In case of change in the ownership-management structure of the company, it shall be obliged to notify the Bank of the changes referring to the beneficial owner and shall submit to the Bank new updated declaration, within 15 days from the date of occurrence of the change, 2. According to my knowledge, the above stated persons are not involved in illegal activities of any kind, 3. I give the information herein under full material and criminal responsibility and with my signature I confirm that they are true and complete.

Place and date

Signature of the authorized person

**TO BE FILLED IN BY THE BANK**

Application received and controlled by: \_\_\_\_\_

Signature of the authorized officer of the Bank: \_\_\_\_\_

Date: \_\_\_\_\_ City-branch: \_\_\_\_\_