

**APPLICATION (FOR REGISTRATION OF A CUSTOMER – LEGAL PERSON)**
 Resident     Non- resident

<b>BASIC CUSTOMER DATA</b>		Full name	Short name		
Tax number (UTN)		PIN	State under which the client is registered		
Filled out by resident	Address in RM	City	State	Telephone in RM	Telefax in RM
Filled out by non-resident	Address in the resident country	City	State	Telephone in the resident country	Telefax in the resident country
Number of decision from the register where the legal person is registered ( should such a register exist in the country where the legal person is registered)					
Date of entry in to the register					
Decision from a special registrar, institution for license for performance of certain matters or license (exchange matters, leasing, games of chance, insurance, quick money transfer) (if a special permit/license is needed for the activity of the legal person in accordance with the valid legal regulation)				1. yes (fill out below 1 and 2 below) 2. no (continue from No. 3)	
1. Issuer of the document / Name of institution			2. Date of the issuing of the decision / permit		
3. Main activity: _____			4. Code of activity: _____		
<b>5. Depending on the activity please circle before the number:</b> 1. industry and civil engineering, 2. trade, 3. financial mediation and banks, 4. accounting, information technology and telecommunication, 5. tourism and catering, 6. education, 7. healthcare, 8. traffic, 9. public management (administration), 10. sports, arts and culture, 11. personal company/business, 12. agriculture, 13. lawyers, 14. notaries, 15. executive officer, 16. economic- legal consulting, 17. non – government organizations, 18. international organizations, 19. casinos, sports betting offices and games of chance, 20. individual executive officer, 21. other					
6.Type of client		(please circle before the form of the legal person) 1. LLC, 2. Ltd., 3. JSC, 4. Public company, 5. State property, 6. Citizens association, 7. Trade individual, 8. Other _____			
7.Size of the company/ legal person		1. micro    2. small    3. medium    4. large (Please read the additional explanation listed below, so that you can circle it correctly)			
8.Number of employees (current condition)*					

**REMAINING DATA ON THE CUSTOMER**

Organizations linked through capital/ legal persons with a share equal and larger than 20% of the capital	
Owners of share natural persons with a share equal and larger than 20% of the capital	
e-mail address	Web page*
Products / services which will be used from the Bank	1. denar account, 2. exchange account, 3. payment card, 4. loan, 5. letter of credit, 6. guarantee, 7. safe, 8. other reasons for the purpose and aim of the business relation _____
Anticipated annual turnover on the account of the Bank (in EUR)	1. Up to 500.000 EUR, 2. From 500.000-2.000.000 EUR, 3. From 2.000.000-5.000.000 EUR, 4. Above 5.000.000 EUR
Anticipated business relations with clients from the following countries	1. Macedonia, 2. USA, 3. Canada, 4. EU, 5. Australia, 6. Iran, 7. Pakistan, 8. Uzbekistan, 9. Turkmenistan, 10. Bahamas, 11. Bermuda, 12. Gibraltar, 13. Caiman Islands, 14. British Virgin Islands, 15. Panama, 16. China, 17. Other _____

\*data that are not mandatory

Manager/owner (name and surname)	PIN	
Address	ID No./ passport	Issued by
Manager/owner (name and surname)	PIN	
Address	ID No./ passport	Issued by
Legal representative (name and surname)	PIN	
Address	ID No./ passport	Issued by
Legal representative (name and surname)	PIN	
Address	ID No./ passport	Issued by
Authorized person (name and surname)	PIN	
Address	ID No./ passport	Issued by
Contact person (name and surname)		

**CONSENT OF THE CLIENT:**

With the signing of this application/request I confirm that:

- The listed data is correct;
- For each change of the status data I/we undertake that I/we will inform the Bank within 3 days. If not, each delivery by the Bank to the Client shall be considered to be orderly performed to the address listed in this request;
- I/We agree my personal data stated in this application to be registered, processed and updated for the needs of the Bank and, if needed, the Bank to transfer my personal data to other EU or EEA member-countries 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;
- We agree to register, process, transfer all the data listed in this application in other states and updated for the needs of the Bank and in cases determined in accordance with the valid legal regulations;
- The Bank retains the right to demand other data on the customer;
- The Bank retains the right to terminate the business relation with the customer at any time;
- I/we declare that I/we am/are acquainted with the conditions for establishing business relations with the Bank and I/we accept them entirely.

Place and date \_\_\_\_\_

Signature of the authorized person \_\_\_\_\_

Note: the application will be considered as fully filled out if it contains all mandatory data which are checked by an authorized employee at the bank who establishes / updates the customer's business relation.

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

1. A **micro trade** individual is any trade individual who in each of the previous two fiscal years, i.e. in the first year of operation has satisfied the following two criteria:
  - the average number of employees, on the basis of man hours is not higher than ten workers, and
  - the gross income realized by the trade individual from any source is not higher than 50.000 EUR in denar currency
2. **Small trade** individual is a trade individual who has satisfied at least two of the possible three criteria in each of the previous two fiscal years, i.e. in the first year of operation:
  - the average number of employees on the basis of man hours is not higher than 50 workers
  - the annual income is lower than 2.000.000 EUR in denar currency, the total turnover is not higher than 2.000.000 EUR in denar currency
  - average value (at the start and end of the fiscal year) of the total funds (in assets) is lower than 2.000.000 EUR in denar currency
3. **Medium trade** individual is a trade individual who has satisfied the first criterion and at least one of the second and third of the following criteria in each of the previous two fiscal years, i.e. in the first year of operation:
  - the average number of employees on the basis of man hours is not higher than 250 workers
  - the annual income is lower than 10.000.000 EUR in denar currency or
  - the average value (at the start and end of the fiscal year) of the funds (in assets) is lower than 11.000.000 EUR in denar currency
4. The Trade individuals who are not classified into small and medium trade individuals acquire the status of large trade individuals. If it is impossible to classify the trade individuals of items 2 and 3 i.e., if all three criteria are different, the trade individual will be classified as medium trade individual. If it is impossible to classify the trade individuals of item 1 i.e., if all two criteria are different, the trade individual will be classified as small trade individual.

**BENEFICIAL OWNER STATEMENT**

I \_\_\_\_\_ (name and surname) with Personal ID No \_\_\_\_\_ and domicile on St \_\_\_\_\_ authorized person to open / update the account of the company stated below, in position of \_\_\_\_\_ of the company:

Full title:	Seat:	Unique Tax No:
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for the purposes of establishing a business in relation to the same with the Bank, I declare that beneficial owner/s (\*\* Please see the explanation state below) is/are:

	Name and surname	Personal ID No*	Passport / ID card Number	Address	Public office holder
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 of a legal entity is:**

1. Natural person (persons) who is owner of the legal entity or controls the legal entity by direct ownership of sufficient percentage of stocks, shares, including also bearer shares or voting right or other rights in the legal entity;
  2. Natural person (persons) who controls the legal entity by indirect ownership of sufficient percentage of stocks, shares, including also bearer shares or voting right or other rights in the legal entity; or
  3. Natural person (persons) who otherwise exercises control on the legal entity.
- Indicator of direct ownership is the possession of over 25% of stocks, voting rights or other rights in the legal entity or the ownership of 25% plus one share.  
 Indicator of indirect ownership is the possession or control of natural person (persons) over one or several legal entities that individually or jointly possess over 25% of stocks or 25% plus one share.

**Beneficial owners of other legal entities**

Beneficial owner of domestic and foreign associations and their unions, foundations, institutions, chambers, labor unions, political parties, cooperatives, religious groups or other organizations in which the share in management on the basis of ownership share in the capital cannot be identified, shall be considered every natural person who is authorized to represent them or the natural person who holds control position in managing the organization property.

**Beneficial owner of legal arrangement**

Beneficial owner of legal arrangement is each natural person who is:

1. Founder;
2. Agent;
3. Manager/s (if any);
4. Beneficiary or a group of beneficiaries of the managed property under condition the future beneficiaries to be identified or to be possible to identify them;
5. Natural persons who perform functions identical or similar to ones referred to in items 1, 2, 3, and 4 of item; and/or
6. Other natural person who by direct or indirect ownership or otherwise exercises control over the legal arrangement.

**Beneficial owner of sole proprietor or of self-employed persons:**

Beneficial owner of sole proprietor or of self-employed persons is a natural person registered for performing the activity and who is concurrently the only authorized representative.

**Beneficial owner of government-financed institution**

Beneficial owner of government-financed institution is a head of the government-financed institution.

**\*\*Exceptions in reference to identification of the beneficial owner**

The Bank is not obliged to identify and verify the identity of beneficial owner if the client is legal entity whose securities are listed in the domestic or foreign stock exchange of securities from countries that satisfy the international AML/CTF standards or which data on beneficial owners are transparent and publicly accessible.

**\*\* Definition of holders of public function and/ or persons connected with them in accordance to the applicable current regulations in RM:**

“Holders of public functions” are natural persons who are or have been entrusted with public functions in the Republic of Macedonia or in another country, such as:

- a) presidents of states and governments, ministers and deputy or assistant ministers,
- b) elected representatives in legislative bodies (members of parliament),
- c) judges of Supreme Courts of Constitutional Courts or other bearers of high judicial functions against which decision/verdict, excluding the exceptional cases, legal remedies cannot be used,
- d) members of management boards of supervisory or regulatory bodies and agencies, state auditing institution, and board members of a Central Bank,
- e) ambassadors,
- f) high ranking officers in the armed forces (ranks higher than colonel),
- g) elected and appointed persons pursuant to Law and members of management and supervisory boards of state owned enterprises
- h) persons with functions in political parties (members of political party executive bodies),
- i) persons currently at or previously at outstanding function in international organization, such as: managers, deputy managers, members of management and supervisory boards or other equivalent functions, and
- j) mayors and chairpersons of municipality councils

**Persons shall be considered holders of public functions as referred to in items a) to j) for at least two years after the cessation of the public function, and on the basis of a previously carried out risk assessment by the entities. The term “holders of public functions” shall also cover:**

- 1) Family members of the holder of public function, as follows:
  - marital partner or a person with whom the holder of the public function lives in communion,
  - children and their spouses or persons with whom the children of the holder of public function live in communion, or
  - parents of the holder of public function.
- 2) Person who is considered to be close associate with the holder of public function is natural person:
  - who is known to have joint legal or beneficial ownership over the legal entity, has concluded agreements or has established other close business links with the holder of public function, or
  - who is the only beneficial owner of the legal entity or legal arrangement which is known to be incorporated on behalf of the holder of public function.

**\*\*\*Notice:**

- 1) In case of changing the ownership and management structure of the Company, it is obliged to inform the Bank in short notice about the changes regarding 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/our findings, the above mentioned persons are not involved in any kind of illegal activities.
- 3) The data in this Statement are given under full 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 \_\_\_\_\_

**FILLED OUT BY THE BANK:**

Received and checked the completeness of the application : \_\_\_\_\_ Signature of the Bank’s authorized person: \_\_\_\_\_

Job position: \_\_\_\_\_ Branch / City-Branch: \_\_\_\_\_

Date: \_\_\_\_\_