

# Necessary documentation for an account opening - housing community unions, religious organizations, cooperatives

**Account Opening Application (Bank's form) - 1 copy**

**Official Statement (Bank's form) - 1 copy, original**

**Statement of the client which is entrepreneur, micro, small or medium legal entity on the receipt of deposit insurance brochure - 2 copies, original**

**\*The client should be handed the brochure of Deposit Insurance Agency**

**Decision on the registration in Business Registers** for newly established legal entity / **Excerpt from Business Registers Agency** downloaded from SBRA web-page ([www.apr.gov.rs](http://www.apr.gov.rs)), in case of technical inabilities, the Client delivers the copy and original for inspection – 1 copy **For assembly of tenants** - decision or certification on the establishment of the assembly of tenants and the selection of the president of the assembly of tenants of City Administration for Urbanism and Housing Affairs or other competent authority of city administration **For trade union organizations - decision or certification of the Ministry of Labor and Social Policy**

**Excerpt from the competent Legal Entity Founder Register:**

**Domestic legal entities** – downloaded from SBRA website ([www.apr.gov.rs](http://www.apr.gov.rs)), in case of technical inabilities, the Client delivers the copy and original for insight

**Foreign legal entities - copy and original/copy certified at the competent authority for examination and the translation to Serbian at the court interpreter, not older than 6 months**

**Authorized Signature Form of the Representative - 1 copy, certified by "AUTHENTICATED COPY" and original for insight**

**ID card or passport - of the Representative or Procurator - original for insight**

**ID card or passport - persons from Signature Specimen and users of payment cards - copy for insight**

**RSD Current Account Opening and Maintenance Agreement (Bank's form) - 2 copies, original**

**FX Current Account Opening and Maintenance Agreement (Bank's form) - 2 copies, original**

**Signature Specimen COMBINED for RSD and FX accounts (Bank's form) - 2 copies, original**

**Signature Specimen for RSD account (Bank's form) - 2 copies, original**

**Signature Specimen for FX account (Bank's form) - 2 copies, original**

**TIN Decision on Tax Identification Number - copy certified by "AUTHENTICATED COPY" and original for insight**

**Notification to the authority competent for the statistical operations on the allocation according to activities** photocopy certified by the "AUTHENTICATED COPY" stamp and original for insight

Evidence on listing quotas at the stock market for Joint-Stock Companies

**Statement of the Representative on management members - 1 copy, original (only for trade union organization)**

For the authorized person:

**ID card or passport - ORIGINAL for insight**

**Authorization in writing** – original or certified copy of the document at the court/municipality where certified

\*Note: 1. **Authorization given to the attorney does not need to be certified at the court or municipality**  
2. The authorization should include the precise purpose: opening and/or change and/or closing of an account and/or use of funds at the account and/or taking the excerpt

**Authorized Signature Form of the Proxy Holder - 1 copy, certified by "AUTHENTICATED COPY" stamp and original for insight**