

Documents required for opening of correspondent accounts with TRANSKAPITALBANK (TKB)

1. Account Opening Agreement signed by an authorized person and stamped (*agreement form will be provided by TKB*). – 2 hard copies of each
2. Application for account opening signed by an authorized person and stamped (*for each currency a separate application is required. An application form will be provided by TKB*). – 1 hard copy of each
3. AML Questionnaire (*questionnaire form will be provided by TKB*) – 1 hard copy
4. Wolfsberg questionnaire – signed and stamped (latest form is required) – 1 hard copy
5. Recommendation letter (in free form) in your favour issued by one of your partner Banks (*Sample of recommendation letter will be provided by TKB, if required*) – 1 hard copy.
6. **Duly certified copies*** of the following documents **with notarized translation into Russian language****:
 - 6.1 Constituent documents (e.g. Charter, Articles of Association) – 1 hard copy
 - 6.2 Documents confirming state registration (e.g. Certificate of State Registration) or other documents confirming legal status of the Respondent Bank - 1 hard copy
 - 6.3 Banking License – 1 hard copy
 - 6.4 TIN certificate confirming registration in local Tax Authority – 1 hard copy
 - 6.5 Documents confirming authorities of the sole executive body (e.g. decision of an appropriate authorized body of appointment of the Respondent Bank's sole executive body) – 1 hard copy
 - 6.6 Powers of Attorney authorizing to sign documents for the purpose of account opening and other documents related to the account (for persons whose authorities are not indicated in constituent documents of the Respondent Bank) – 1 hard copy
 - 6.7 List of Authorized signatures – 1 hard copy
 - 6.8 Other documents required under legislation of your country
7. Copy of the certificate of registration in tax authority in the Russian Federation – 1 soft copy via email

*Duly certified document means copy of document certified by notary public / apostilled / legalized according to international laws and conventions or to bilateral agreements between Russia and your country.

**TKB can assist you with notarized translation of documents.