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| **SUPPORTING DOCUMENTATION SUBMITTED TO THE BANK – PHYSICAL ENTITIES**

|  |  |  |
| --- | --- | --- |
| **Documentation**  | **Yes/No** | **Comments** |
| **Physical Entities** |
| 1. **Employees**
 |
| Original payslips of last 3 monthsIf no payslip, then Social Insurance statement | **[ ]**  |       |
| Account statement where the salary is deposited, last 6 months | **[ ]**  |       |
| Latest Tax declaration/statement | **[ ]**  |       |
| KPOS | **[ ]**  |       |
| Search of immovable property | **[ ]**  |       |
| 1. **Self-employed**
 |
| Tax declaration form (TD.1), last 2 years  | **[ ]**  |       |
| Temporary Tax payment, last 12 months | **[ ]**  |       |
| Social Insurance statement, last year | **[ ]**  |       |
| Account statement, last 6-12 months | **[ ]**  |       |
| If applicable, the latest Audited accounts and Management accounts/Trial Balance for the current year  | **[ ]**  |       |
| If applicable, VAT statements submitted - period: last 12 months | **[ ]**  |       |
| KPOS | **[ ]**  |       |
| 1. **Directors/Shareholders of legal entities**
 |
| Latest Audited accounts | **[ ]**  |       |
| Management accounts and/or Trial Balance - period: Up to 15 months | **[ ]**  |       |
| Tax declaration | **[ ]**  |       |
| Payslip or Social Insurance statement for the present year | **[ ]**  |       |
| Account statement, last 3 months | **[ ]**  |       |
| KPOS | **[ ]**  |       |
| **General notes** |
| Proof for any other stable/recurrent income (rent, dividends), e.g. latest Tax declaration, account statement where the said income is deposited etc | **[ ]**  |       |
| Evidence on regular expenses (e.g. utility bills, sewerage costs, municipality expenses etc), last 3-6 months | **[ ]**  |       |
| Credit card statements | **[ ]**  |       |
| Insurance policy statement | **[ ]**  |       |
| Other documents | **[ ]**  |       |

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