

Onboarding of the new client.

List of documents

- **Registration document** (shall be notarized in case information is not accessible online in public registers, should not be older than 6 months. The document can not be certified by the owner of the business)

- **Incorporation document** (shall be notarized in case information is not accessible online in public registers, should not be older than 6 months. The document can not be certified by the owner of the business)

- **Articles of association / Memorandum of association / Company by laws**

- **Proof of address** (shall be notarized in case information is not accessible online in public registers, should not be older than 6 month. The document can not be certified by the owner of the business)

- **Dated company register** extract issued within the last 3 months

- **Company structure**

- **Power of attorney** (Can be a document issued by the company director with a stamp and signature. We should be able to confirm that director has a right to appoint representative, by articles of association)

In case client has a complicated corporate structure we might request:

- Documents of all shareholders and UBO's having a share of 13%
- Corporate documents of the entities who are shareholders or any intermediary entity

Documents required from UBO/Director/Authoriser Representative

- **Live verification** (Passport, national ID for EU/EEA citizens)

- **Proof of Address** (Utility bill, letters or documents from the government bodies not older than 6 months)

- **Document confirming Source of Funds** (Bank statement showing salary for the last 6 months, confirmation of the dividend payouts + bank statement with incoming payments.

In case funds were accumulated after selling of the assets, the agreement is needed + bank statement confirming the incoming payment)

For regulated entities

- Proof of domain ownership
- Licenses
- AML Policy
- Risk Assessment Policy
- Flow of funds
- List of the webpages of the clients of company providing acquiring services

As a regulated financial institution we reserve a right to ask for additional documents or information in order to comply with Bank of Lithuania Regulations and keep your money safe.