

Please complete and sign any required forms and documents associated with the product or service, as provided at the branch office.

Certificate of Incorporation (within one month of issuance):

This must state the "General Attorney-in-Fact with no Amount Limit," in accordance with Article 1253 of the Code of Commerce. It may include the representative share of the capital stock.

Attorney Certification to Indicate the Representative Share of the Capital Stock

Based on the entry in the respective legalized book, an attorney must attest to and include the number of shares issued, subscribed, and paid; the type and value of each type of share; and the name, legal qualities, and addresses for the owners or final beneficiaries who hold 10% or more of those shares. In the event that none holds 10% or more participation, then the majority shareholder must be identified.

For legal entities domiciled abroad, the equivalent documents issued in the legal entity's country of domicile must be presented, duly consularized or apostilled, and translated into Spanish, with an issuance term not exceeding one month.

Financial Information:

- Financial statements from the last or most recent fiscal term, signed by both the Legal Representative and the Accountant (should include the statement of financial situation, (must include the statement of financial position, statement of changes in equity, statement of comprehensive income, statement of cash flows and the notes to the financial statements. These must be comparative with at least one period).
- Certifications, as prepared by a CPA with a maximum of 6 months of issue.
- Certifying statements, as prepared by an Independent Public Accountant, for incomes less than an average US\$5,000 per month with a maximum of 6 months of issue.
- Copies of the services contract, as signed by the parties (certified by a Notary Public for private contracts).
- According to the client's profile, if they have another document that justifies the income received, these must be validated by a Bank representative.

For Legal Representatives with Account Access and Signatory Power: Present an Original and Valid ID Document:

- Nationals and Foreigners with Dimex / DIDI: Legible copy of both sides of a current identity document.
- Non-Resident foreigners: Legible copy of a valid and legible passport, including all information that contains general data and stamps.

*General requirements, for more information, please contact: TeleScotia 8001-Scotia (8001-726842), via international line at 27 SCOTIA (+506-2772-6842), your bank executive, or by visiting the branch of your choice.