



## MINIMUM CONTENT CLIENT FILES FOR TRUST SERVICE PROVIDERS

1. **CORRESPONDENCES**

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2. **CERTIFICATE OF GOOD STANDING**  
**ARTICLES OF INCORPORATION**  
**EXTRACT FROM THE CHAMBER OF COMMERCE**

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3. **COPY SHAREHOLDERS' REGISTER**  
**IDENTIFICATION DOCUMENTS**  
**BANK REFERENCE**

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4. **TAX RULING**

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5. **POWER OF ATTORNEY**  
**MANAGEMENT/BOARD RESOLUTION**  
**MANAGEMENT REPORT**

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6. **SIGNATURE CARD FOR BANK ACCOUNT**

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7. **MINUTES OF GENERAL SHAREHOLDERS' MEETING AND**  
**ANNUAL REPORT**

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8. **AGREEMENTS**

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**9. FISCAL MATTERS: FILING OF TAX RETURNS/ NOTICE OF  
TAX ASSESSMENTS  
PAYMENT INSTRUCTIONS**

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**10. PARTICIPATION: LAST GENERAL SHAREHOLDERS'  
MEETING + ANNUAL REPORT**