

**List of Documents  
Necessary for Registration of a Representation  
of a Company in Ukraine**

1. Application for registration on a letterhead of a company signed by Head of a company and with seal affixed. Form is free. Application has to contain:
- name of a company;
  - address of a company;
  - telephone and fax numbers;
  - name of a city, in which a representation is established, and future address of a representation;
  - if subsidiaries are envisaged, please name cities of their location;
  - number of foreign employees in a representation;
  - date of establishment of a company;
  - name of a bank and number of account;
  - field of activities of a company;
  - purpose of establishment and field of activities of a representation (representation activities only), information on business relations with Ukrainian partners and prospects of cooperation development.

**Original of application with a signature of Head of a company attested by notary is submitted.**

2. Extract from Trade Register of a country of location of an officially registered central management body (office) of a foreign business entity **is attested by notary.**

3. Certificate of a bank, in which account of a company is opened, containing the number of account.

**Original of certificate of a bank is submitted. Signature of a bank employee, which issued certificate is attested by notary.**

4. Warrant in the name of concrete person for execution of representative functions in the territory of Ukraine, listing authorities of a representative.

**Original of warrant with signature of Head of a company attested by notary is submitted.**

**Originals of documents listed in Paragraphs 1,2,3,4 have to be duly legalized in consular offices, representing interests of Ukraine.**

The documents have to be translated into the Ukrainian language. Translation is attested by a seal of an official translator only.

The documents have to be submitted to Ministry of Economy and European Integration of Ukraine no later than 6 months after their issuing in a country of location of a company.

Under acceptance of documents for registration, an applicant is given the number of account for payment of registration fee, amounting to 2.500 USD.