

## **SUBMISSION OF DOCUMENTS FOR PAYMENT OF GOVERNMENT SECURITIES**

### **Owner – resident, Individual**

For the payment of income and principal on government securities, the owner is obliged to submit to Agentúra pre riadenie dlhu a likvidity (hereinafter referred to as the “ARDAL”):

#### **Mandatory Declaration of the Owner**

The owner of government securities can deliver the Mandatory Declaration to ARDAL:

##### **a) personally**

In this case, the Back Office employee of ARDAL shall verify the identity of the owner of the government securities according to the identity card presented. Solely valid identity card can be accepted.

##### **b) by postal service or courier delivery services**

In this case, the owner of government securities is obliged to officially verify his signature on Mandatory Declaration provided by notary or Civil Registry Division.

#### **Power of Attorney**

If the owner of government securities has granted a power of attorney to a representative, he is obliged to submit to ARDAL:

a) a Power of Attorney with its officially authenticated signature provided by notary or Civil Registry Division, which shows the authorisation of the representative,

b) a Mandatory Declaration with officially authenticated signature of the representative of the owner of the government securities provided by notary or Civil Registry Division.

The Mandatory Declaration is valid for an indefinite period and may be changed (or cancelled/replaced) solely in writing with an officially authenticated signature of the owner of the government securities provided by notary or Civil Registry Division. The owner of government securities may also deliver the written cancellation/change of the Mandatory Declaration to ARDAL in person. In this case, the Back Office employee shall verify his



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identity against a valid identity card, which can be solely accepted. ARDAL is entitled to request an update of the Mandatory Declaration on any subsequent payment.

ARDAL does not accept a Mandatory Declaration delivered via e-mail or fax, nor a Mandatory Declaration that is delivered incomplete or damaged.

## **Owner – resident, Legal person**

For the payment of income and principal on government securities, the owner is obliged to submit:

### **Mandatory Declaration of the Owner**

The owner of government securities can deliver the Mandatory Declaration to ARDAL:

#### **a) personally**

In this case, the Back Office employee shall verify the identity of the owner of the government securities according to the identity card presented. The valid identity card, identity document or the valid passport can be accepted.

#### **b) by postal service or courier delivery services**

In this case, the owner of government securities is obliged to officially verify his signature provided by notary or Civil Registry Division.

### **Power of Attorney**

If the owner, who is resident – legal person, has granted a power of attorney to a representative, he is obliged to submit to ARDAL:

a) a Power of Attorney with its officially authenticated signature provided by notary or Civil Registry Division, which shows the authorisation of the representative,

b) a Mandatory Declaration with officially authenticated signature of the representative of the owner of the government securities provided by notary or Civil Registry Division.

The Back Office employee shall verify the entitlement of the individual person to act on behalf of the owner of government securities, who is a resident – legal entity and the entitlement of the individual person to act on behalf of the authorised representative, who is a legal entity, in the Commercial Register.

The Mandatory Declaration is valid for an indefinite period and may be changed (or cancelled/replaced) solely in writing with an officially authenticated signature of the owner of the government securities. The owner of government securities may also deliver the written cancellation/change of the Mandatory Declaration to ARDAL in person. In this case, the Back Office employee shall verify his identity against a valid identity card. The valid identity card, identity document or the valid passport can be accepted. ARDAL is entitled to request an update of the Mandatory Declaration on any subsequent payment.



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ARDAL does not accept a Mandatory Declaration delivered via e-mail or fax, nor a Mandatory Declaration that is delivered incomplete or damaged.

## **Owner – non-resident, Individual**

For the payment of income and principal on government securities, the owner is obliged to submit:

### **Mandatory Declaration of the Owner**

The owner of government securities can deliver the Mandatory Declaration to ARDAL:

#### **a) personally**

In this case, the Back Office employee shall verify the identity of the owner of the government securities according to the identity card presented. The valid identity document or valid passport can be accepted.

#### **b) by postal service or courier delivery services**

In this case, the owner of government securities is obliged to officially verify his signature by notary.

### **Power of Attorney**

If the owner has granted a power of attorney to a representative, he is obliged to submit to ARDAL:

a) a Power of Attorney with its officially authenticated signature provided by notary, which shows the authorisation of the representative,

b) a Mandatory Declaration with officially authenticated signature of the representative of the owner of the government securities.

The Mandatory Declaration is valid for an indefinite period and may be changed (or cancelled/replaced) solely in writing with an officially authenticated signature of the owner of the government securities. The owner of government securities may also deliver the written cancellation/change of the Mandatory Declaration to ARDAL in person. In this case, the Back Office employee shall verify his identity against a valid identity card. The valid identity document or the valid passport can be accepted. ARDAL is entitled to request an update of the Mandatory Declaration on any subsequent payment.

ARDAL does not accept a Mandatory Declaration delivered via e-mail, nor a Mandatory Declaration that is delivered impaired or otherwise damaged.

### **Owner – non-resident, Legal person**

For the payment of income and principal on government securities, the owner is obliged to submit:

#### **Mandatory Declaration of the Owner** **Copy of the Commercial register or similar register**

The owner of government securities can deliver both documents to ARDAL:

**a) personally**

In this case, the Back Office employee shall verify the identity of the owner of the government securities according to the identity card presented. The valid identity card, identity document or the valid passport can be accepted.

**b) by postal service or courier delivery services**

In this case, the owner of government securities is obliged to officially verify his signature by notary.

#### **Power of Attorney**

If the owner has granted a power of attorney to a representative, he is obliged to submit to ARDAL:

a) a Power of Attorney with its officially authenticated signature provided by notary, which shows the authorisation of the representative,

b) a Mandatory Declaration with officially authenticated signature of the representative of the owner of the government securities provided by notary.

The Mandatory Declaration is valid for an indefinite period and may be changed (or cancelled/replaced) solely in writing with an officially authenticated signature of the owner of the government securities provided by notary. The owner of government securities may also deliver the written cancellation/change of the Mandatory Declaration to ARDAL in person. In this case, the Back Office employee shall verify his identity against a valid identity card. The valid identity card, identity document or the valid passport can be accepted. ARDAL is entitled to request an update of the Mandatory Declaration on any subsequent payment.

ARDAL does not accept a Mandatory Declaration delivered via e-mail, or fax, nor a Mandatory Declaration that is delivered incomplete or damaged.



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If the owner of government securities is a non-resident – legal entity and the submitted declaration necessary for the payment of interest income and principal is in a language other than Slovak, Czech or English, it must be delivered with an official translation into Slovak or English.

If the authorisation to represent and extract from the Business Register is delivered in a language other than Slovak or Czech, these must be delivered together with an official translation into the Slovak language.