



Customer Name _____

Application Number: _____

Date this document is delivered to the customer: (DD/MM/YYYY)

DOCUMENTATION REQUIRED FOR APPLICATION OF CREDIT, SALE AND LEASEBACK & LEASING

OPERATION > 2 MDP		OPERATION > 20 MDP		REVOLVING	
Company	Person with individual business	Company	Person with individual business	Company	Person with individual business

CUSTOMER DOCUMENTATION REQUIRED

Credit, Leasing and Sale & Leaseback							
1	Payment of Research (When the qualification has been made) (Research BNC)						
2	Credit Application, Sale & Leaseback or Leasing (IT Capital format) (Document signed by the client, guarantees, mortgage joint obligors and guarantors)						
3	Enterprise core questionnaire format (IT Capital format) (Document signed by the legal representative or the person with business activity)						
4	Quotations of Machinery, Equipment or infrestructure with technical description						
5	Single & company special credit bureau report (In original handwritten signature of legal representative & major to 51% shareholders)						
6	Commercial References, 5 from Customers and 5 from Suppliers						
Financial Information							
7	Financial statements of the last two tax years (The financial statements include: Balance Sheet, Statement of Income and Analytical relationships and counter signed by the legal representative)						
8	Financial statements for the current year (With maximum age of 60 days) (The financial statements include: Balance Sheet, Statement of Income and Analytical and counter signed by the legal representative)						
9	Two last Annual Tax Declarations						
10	Bank statements (last 6 months)						
11	Financial projections of the financial product duration and budgets						
11.1	Relation of properties format (including address and data RPPC) by legal signant						
11.2	Purchase Orders, Letters of intent and / or service contracts executed and new						
Legal Information							
12	First Scriptures of Registration in México (Copy data from the Public Registry of Property and Commerce) (In case of granting collateral to third parties or guarantees, must be show their scriptures)						
13	Latest Scriptures of reforms or changes in society (Copy of the last increase or decrease of capital, changes of name or corporate purpose, change of partners, with RPPC data.)						
14	Document of the person who accredited ratification or changes to the Scriptures of the Company and the Powers and abilities to sign in name of company.						
15	Documents of Legal Representative (Copy of document containing powers of legal representative to sign, with RPPC data).						
15.1	The company's resume, brochure and organization chart						
16	Registration format of RFC R1 in SHCP (Copy of Tax Identification Number)						
17	Address physical and fiscal documents of legal representative and company (Copy of receipt telephone, electricity or "Predial" valid for 60 days)						
18	Official Identification & CURP of the legal representative (Photocopy of official identification on both sides, current photo and signature). (Official ID and / or Passport)						
19	Marriage Certificate, Official ID & CURP of spouse (if are married on conjugal p.) (Only applies if married under legal partnership or conjugal in such a case is processed endorsement for consultation in BNC wife too)						
20	Title of property as guarantee (only apply on credit) (Legible copy of writes to data from RPP)						
21	RPP certificate no older than 1 months (only apply on credit)						
22	Receipt of updated property tax (only apply on credit)						
23	Appraisal Banking of the real estate no older than 1 year (only apply on credit)						

The areas highlighted in yellow are used for qualification in 48 hrs. The remaining documents will be requested to supplement the application file.