

APPENDIX - Registrar's Legalizing Documents

1. Natural/Legal persons having their registered office / residence in Greece

a. For Societes Anonymes:

- The Articles of Incorporation and the issue of the Government Gazette publishing the said Articles or the codification of the Articles if amended.

Note: If the Company is newly incorporated, the required documents are as follows: the Notarial incorporation deed, the relevant notice of the Prefect decision on the incorporation issued by the competent department of Societes Anonymes of the Ministry of Development maintaining the registries of Societes Anonymes (Prefecture) and the copy of the duplicate document issued by the State Treasury including the publication code.

- The Minutes of the latest meeting of the company's Board of Directors on the representation of the Company, along with the relevant issue of the Government Gazette. If the said Minutes have not been published yet in the Government Gazette, it must be accompanied by a notice on the registration of information with the Prefecture and the duplicate document issued by the State Treasury including the publication code.
- Registrars shall undertake the obligation to submit the Government Gazette issues when published.
- In the case where the company attorney stated in the Registrar's Notice is a person other than the legal representative of the company, the minutes on the appointment of the company attorney and a solemn statement made by the said attorney that he/she accepts his/her obligations must be submitted. The proxy-attorney must have his/her permanent residence in Greece and must speak the Greek language. Any printed material pertaining to d.n. shall be mailed to the attorney's mailing address in Greece.

b. For Ltd. Companies

- The Articles of Incorporation and the issue of the Government Gazette publishing the said Articles or the codification of the Articles if amended.
 - A certificate issued by the competent department of the Court of First Instance of the place where the company's registered office is located on the registration of company information and amendments thereof in the appropriate registries
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Note: If the LTD Company is newly incorporated, the required documents are as follows: the Notarial incorporation deed, the relevant issue of the Government Gazette where the Articles are published, and if not yet published, the copy of the duplicate document issued by the State Treasury including the publication code.

Registrars shall undertake the obligation to submit the Government Gazette issues when published.

- In the case where the company attorney stated in the Registrar's Notice is a person other than the legal representative of the company, the minutes on the appointment of the company attorney and a solemn statement made by the said attorney that he/she accepts his/her obligations must be submitted. The proxy-attorney must have his/her permanent residence in Greece. Any printed material pertaining to d.n. shall be mailed to the attorney's mailing address in Greece.

c. For General Partnership Companies and Limited Partnership Companies

- The Private Incorporation document, along with all amendments thereof.
- A certificate issued by the competent department of the Court of First Instance of the place where the company's registered office is located on the registration of company information and amendments thereof in the appropriate registries.

- In the case where the company attorney stated in the Registrar's Notice is a person other than the legal representative of the company, the minutes on the appointment of the company attorney and a solemn statement made by the said attorney that he/she accepts his/her obligations must be submitted. The proxy – attorney must have his/her permanent residence in Greece. Any printed material pertaining to d.n. shall be mailed to the attorney's mailing address in Greece.

d. Natural Persons – Personal Enterprises

- Police Identification Card or Passport
- Residence and working permit, in the case of foreigners
- A certificate issued by the competent Tax Office on the commencement of business activity
- A certificate issued by the Athens Chamber of Commerce and Industry on securing a distinctive title in the case where the personal enterprise also wishes its distinctive title to appear in the list of Registrars published in the EETT Website.

2. Natural/Legal persons having their registered office / residence in a European Union member-state :

a. Legal Persons

- Legalizing documents on the incorporation and representation of the foreign legal person, accompanied by an Apostille under the Hague Convention, and an attached official translation thereof in the Greek language.

- Legalizing documents on the appointment of a company attorney and a solemn statement made by the said attorney that he/she accepts his/her obligations. The proxy-attorney must have his/her permanent residence in Greece and must speak the Greek language. Any printed material pertaining to d.n. shall be mailed to the attorney's mailing address in Greece.

c. A copy of the proxy-attorney's Police Identification Card or Passport

b. Natural Persons

- Police Identification Card or Passport

- A certificate issued by the competent Tax Office on the commencement of business activity

- A certificate issued by a public authority of the appropriate member-state on securing a distinctive title in the case where the personal enterprise also wishes its distinctive title to appear in the list of Registrars published in the EETT Website

- Authorization by the natural person on the appointment of an attorney and a solemn statement made by the said attorney that he/she accepts his/her obligations. The proxy-attorney must have his/her permanent residence in Greece and must speak the Greek language. Any printed material pertaining to d.n. shall be mailed to the attorney's mailing address in Greece,

A copy of the proxy-attorney's Police Identification Card or Passport
