

The documents that are needed to complete opening your account are the following^(*):

- **Articles of Incorporation:** Applies to non Colombian companies.
- **Certificate of Good Standing and Legal Representation:** Certificate of Chamber of Commerce. It must be within the last 90 days.
- **Identification Document:** Legible copy of CC or CE for each signer (preferably in color and enlarged to 150%). In the case you do not have a CC or CE, please obtain two pieces of identification, i.e. passport, legal identification of your country of residence or a drivers license. They must be valid.
- **Financial Statements:** Last year's Balance Sheets and Profit and Loss Statements as of December 31st. They must be signed by a legal representative and auditor.
- **Bank Reference:** One reference if you are a customer of Banco de Bogota. Two references if you are not an account holder at Banco de Bogota.

***Please remember if the company is not a Colombian company, you must attach the identical document pertaining to your country, e.g.: Articles of Incorporation, Certificate of Good Standing, Certificate of Incumbency, RUC, etc.**