



Акционерное общество «Птицефабрика «Северная»
Россия, 187322, Ленинградская область, Кировский муниципальный район, Синявинское городское поселение, дорога «Подъезд к Синявинским высотам от автодороги «Кола», здание 1А.
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All applicants

Joint-stock company "Poultry Farm "Severnaya" (hereinafter - JSC "Poultry Farm" Severnaya" and /or the taxpayer) informs persons applying for real and business relations with JSC "Poultry Farm "Severnaya" that JSC "Poultry Farm "Severnaya", guided by article 54.1 of the Tax Code of the Russian Federation and in order to exercise due diligence and caution in selecting counterparties, decides on choosing a counterparty after the applicant submits the following documents to JSC "Poultry Farm "Severnaya" :

1. *Copies of the certificate of state registration and registration with the tax authority (assignment of IIN, OGRNIP (if applicable)) and notification of registration as the largest taxpayer (if applicable)*
2. *Copies of the Charter (if applicable);*
3. *A copy of the Protocol (Decision) of the authorized body on the election of a permanent Executive body - another body or person authorized to act on behalf of a legal entity under the law, other legal act or a constituent document;*
4. *Copies of the order to take the office of the person specified in paragraph 3 of this letter;*
5. *Copies of Power of Attorney and/or orders for persons who have the right to sign documents on behalf of the person specified in .3 of this letter;*
6. *Passport Copies of an individual (individuals) acting on behalf of legal entities (IE) by virtue of the law, other legal or constituent document and his (their) consent to provide personal data;*
7. *Copies of the employment order of the chief accountant or in case of absence of the chief accountant position, a copy of the order on assigning the responsibility for keeping records to the person specified in paragraph 3 of this letter;*
8. *The applicant's form with information about the availability of production facilities (real estate (specify the cadastral number), movable property, including vehicles, equipment, etc., the presence of qualified employees in the applicant's staff, etc.) required for the execution of the contract by the applicant personally, with a copy of documents confirming the ownership, use, etc.;*
9. *A copy of the VAT tax return for the last period preceding the conclusion of the contract, with a tax receipt in electronic form (if applicable);*
10. *Payment order for VAT payment;*
11. *A copy of the financial statements: "Balance sheet" and "Report on financial results" for the last reporting period, with a tax receipt in electronic form;*
12. *A copy certified by the Bank or a notarized (certified) card with samples of signatures and impress of the seal;*
13. *Report on staffing levels to the current date, as well as information about the average number of employees during the last financial year with the receipt of acceptance of INFS or C3B-report for the last month with receipt of Pension Fund of Russia;*
14. *Copies of documents confirming the applicant's rights to real estate at the address of the applicant's location entered in the USRLE (and at the actual address, if it is different from the one entered in the register) (USRT extract; lease agreement, copy of the payment order for the rent payment for the last period preceding the date of submission of documents);*
15. *If special tax regimes are applied (STS, STII, etc.), a copy of the supporting document (notification, etc.);*
16. *A copy of the certificate on the status of settlements with the budget or a copy of the certificate from the tax authority on the absence of budget debt on the date not earlier than a month before submitting documents to JSC "Poultry Farm "Severnaya".*
17. *Contact details (e-mail, phone number) of the person (s) specified in paragraph 3 of this letter, chief accountant, Manager (an official executing the contract) on the applicant's form with free wording;*

18. Information about joining the Agro-Industrial Complex Charter-The Association of fair participants in the agro-business market (for carriers of agricultural raw materials and finished products) or another existing Charter (Association);

19. A copy of the consent of the recognition of information constituting a tax secret being publicly available (the form was approved by the Order of the Federal Tax Service of Russia dated 15.11.2016 No. MMB-7-17/615@, indicating the Code "1400": "TG about the presence (settlement/non-settlement) of an unformed source in the supplier's chain of goods (works/services rendering) for accepting VAT amounts for deduction" or all information.) with a receipt for receiving FTSI; (for carriers of agricultural raw materials and finished products who are VAT payers);

20. Upon a separate request of JSC "Severnaya poultry Farm", depending on the type and business purpose of the contract, to have the right to request additional documents/information.

If it is not possible to provide one or more of the above-stated documents, please provide a written response with a justification for refusing to provide a particular document.

If the information specified in the list of submitted documents is changed, the applicant/counterparty must notify the taxpayer within five working days after the changes take effect.

In order to expedite decision-making by JSC "Poultry Production "Severnaya," we offer to send by e-mail copies of these documents to JSC "Poultry Production "Severnaya» and in the case of a decision making by JSC "Poultry Production "Severnaya" and the applicant about the possibility to conclude an agreement, to send the above-mentioned documents by any possible mail, which allows JSC "Poultry Production "Severnaya" to receive the above-mentioned documents prior to the date JSC "Poultry Production "Severnaya" signs a contract.

Copies of the above-mentioned documents must be duly initialled (signed on each page by the person specified in paragraph 3 of this letter with a transcript of the position and signature and/or sewn and certified in the same way on the cross-linking and stamped by the applicant (if available)).

JSC Poultry Production "Severnaya" guarantees that the requested information is necessary only for checking the reliability of the counterparty and will not be used for any other purposes. JSC "Poultry Production "Severnaya" undertakes to observe the confidentiality of the information provided by the applicant.

Hoping for fruitful and mutually beneficial cooperation!

Best regards,

Director General

Financial Director



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