

Documents required for Housing Loan

(For residents)

The documents must be submitted personally by the Borrower or co-Borrower within 15 days of filing an application. Original documents must be presented, but the Bank only retains the copies.

1. Valid Passport or identification card

2. Income details

- For employees (upon request)
 - Certificate of Income reference from the employer, detailing actual income over the last 12 months and mentioning the employee's position and years with the company (or a salary certificate as per a BBAM template)
- For the self-employed
 - Taxpayer registration certificate
 - Private entrepreneur state registration certificate
 - Business authorization documents
 - Proof of address (a copy of the lease agreement or title deed)
 - Financial accounts for past 1 year verified by tax authorities; balance sheet of the previous and current year (or any other proof of income)
 - Income and expenses records for the last 1 year
 - State Registry Certificate on shareholders designation
 - turnover reference of all types of existing accounts, certified by the signature and seal of the relevant persons of the respective bank (optional)
- For shareholders
 - State Registry Certificate on shareholders designation

3. Property Documents

- Property clearance extract from the State Cadastre of Armenia, the validity of which should not exceed 15 working days at the time of notarization of the contract;
- Property right certificate from the State Cadastre of Armenia, which certifies ownership rights of the seller, and which includes the description and diagram of the real estate; The grounds of the certificate of ownership
- Appraisal report
- Photos of the property delivered by an expert valuator
- Sales and purchase agreement
- Proof of down payment (statement of account or receipt)

Additional documents may be required.

Attention: In case there are co-applicants, the same documents must be provided.

Documents required for Housing Loan

(For non-residents, when applying for a Diaspora Housing Loan)

The documents must be submitted personally by the Borrower or co-Borrower within 15 days of filing an application. Original documents must be presented, but the Bank only retains the copies.

1. Valid Passport or identification card

2. Copy of a valid residence permit and document proving place of residence

3. Income details

- For employees
 - Certificate of Income reference from employer, mentioning the employee's position, contract term (if available) and years with the company.
 - Copy of employment contract (if employed for less than one year with the current company)
 - Payroll account statement for the last 12 months

- For the self-employed
 - Statement of account for the last 12 months reflecting business activity
 - Financial accounts for past 2 year verified by tax authorities or By Prime auditors firms
 - Copy of the company's charter
 - Extract of commercial register
 - Business authorization documents
 - Proof of address (a copy of the lease agreement or title deed)
 - Taxpayer registration certificate

- For shareholders
 - State Registry Certificate on shareholders designation

4. Details on credit history

Credit score or credit report issued by the financial institution or an authorized body

5. Property Documents

- Property clearance extract from the State Cadastre of Armenia, the validity of which should not exceed 15 working days at the time of notarization of the contract;
- Property right certificate from the State Cadastre of Armenia, which certifies ownership rights of the seller, and which includes the description and diagram of the real estate; The grounds of the certificate of ownership
- Appraisal report

Additional documents may be required.

Attention: In case there are co-applicants, the same documents must be provided.