Operating licence No. 294 / 22.10.2025

INFORMATION SHEET · REQUIRED DOCUMENTS

Loan agreement

Documents required to prepare the notarial file

01 Valid identity documents for the signatories.

02 The amount, currency, method of disbursement and repayment deadline.

03 The agreement on interest and security, if any.

04 Documents evidencing payments already made, if the loan has been disbursed.

PLEASE NOTE

Specify whether the deed concerns a new loan or records an amount already disbursed.

IMPORTANT

Original documents must be presented on the signing date. Additional documents may be requested after the file is reviewed. Send the documents no later than the day before the notarial procedure, after the office has confirmed the requirements.

This checklist is for guidance and does not replace the notary public's review of the file.

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