

ANNEX 3**Supporting documents to be attached to the grant application¹****IDENTITY DOCUMENTS**

- Photocopy of grant applicant's identity card, passport or equivalent²
- Applicant's memorandum and articles of association, instrument of incorporation or equivalent³
- Applicant's official registration certificate
- Declaration or certificate of non-liability for VAT (if applicable)
- Document giving details of the applicant's bank account or sub-account into which the Community grant will be paid. This document must be produced or certified by the bank concerned and must clearly show the data referred to at 1.2.⁴

¹ The list is not intended to be exhaustive. It should be adapted / supplemented in accordance with the type of grant envisaged and the type of potential beneficiary and with the selection and award criteria laid down in the basic act and the call for proposals, in particular as regards financial documents and any other document which the authorising officer considers necessary.

² Only if the applicant is a natural person.

³ Not applicable to national public authorities in the strict sense. For public-sector entities which derive from the national authorities, provide the founding act, decision or regulation justifying their public-sector status.

⁴ This document may be provided later.

[FINANCIAL DOCUMENTS]

- *Applicant's annual accounts (or annual budget in the case of a public-sector body) for the last [...] ⁵ year(s) for which the accounts have been closed, including any annexes or other official documents commenting on and supplementing the financial data in the annual accounts*
- *External audit report by an approved auditor certifying the accounts for the last [...] year(s) for which they have been closed and giving an assessment of the applicant's financial viability for the period during which the action or work programme will be carried out ⁶*

OTHER DOCUMENTS

- *Curriculum vitae for those primarily involved in implementing the action or work programme*
- *Letter of commitment from any third parties involved in implementing the action*
- *Letter of commitment from any external sponsors*
- *References relating to any other actions completed in the relevant field by the applicant and/or associate third parties]*

⁵ Give the number of years.

⁶ Pursuant to the Rules for the implementation of the Financial Regulation (Official Journal L 357, 31.12.2002), an external audit report certifying the accounts for the last financial year available and giving an assessment of the financial viability of the applicant is compulsory for actions where the cost to be financed exceeds EUR 300 000 and for operating grants of over EUR 75 000, where it is the first application made by a beneficiary to an authorising officer in any one budget year. The authorising officer responsible may waive that obligation for public bodies, secondary and higher education establishments, international organisations, and beneficiaries who have accepted joint and several liability in the case of agreements with a number of beneficiaries.