

KOSOVO TRUST AGENCY
 Agjencia Kosovare e Mirëbesimit • Kosovska Agencija Poverenja

BIDDER REGISTRATION FORM

PLEASE PRINT			
Sale No. _____ (Please indicate the Sale Number of the sale you wish to register for.)		<div style="text-align: right;">For Official Use Only</div> Bidder Number _____ Officer Signature: _____ Name/Title: _____ _____ Date: _____	
BIDDER INFORMATION			
Individual Name (if the Bidder is an individual):			
	(LAST)	(FIRST)	(MI)
Date and Place of Birth:			
Are you acting as an agent for anyone (See definition below)? IF YES, state the name of the person(s) for whom you act as an agent.			
Note: "Agent" means anyone acting directly or indirectly on behalf of or under instructions of another person.			
Company/Entity Name (if the Bidder is a legal person):	_____		
Company/ Entity's Authorized Representative or Officer:			
	(LAST)	(FIRST)	(MI)
Title/Position			
Beneficial Owner(s) of Company/Entity (See definition below).	Name(s) and Addresses: -		
Note: "Beneficial Owner" means the beneficial owner of the shares or other types of ownership interest in the Company, which may have its shares or ownership interest registered in the name of another person (e.g. a relative, trustee, bank or other person), and who can or is entitled to sell or otherwise dispose of such shares and/or ownership interest, and to receive any gains and profits that may be earned by the company.			

BIDDER'S ADDRESS AND CONTACT INFORMATION	
Street Address:	
City:	
State or Province:	
Postal Code:	
Country:	
Home Phone:	
Business Phone:	
Fax:	
Mobile Phone:	
E-mail:	

Instructions to Bidders

This Bidder Registration Form, completed and signed, must be **an original submitted in duplicate** (i.e. in two originally signed copies) and in typewritten form, and must be accompanied by: -

- The original or a certified copy of a valid Bidder identification with a picture ID (e.g. valid Passport, valid UNMIK ID Card or valid UNMIK Travel Documents). Bidders other than individuals e.g. partnerships, companies, etc. must provide a certified copy of their business registration certificate and a list of the legal entity's legal owners and the individuals who control the organization, with supporting documentation.
- Original authorization (e.g. Power Of Attorney) for any representative of the Bidder, that person's ID, and the address and contact information required for Bidder above.
- Proof of payment of any bidder registration fee.

Documents such as student ID cards, driver's licenses, credit cards with a picture will not be accepted as sufficient identification.

The way a bidder registers will determine how their information is displayed on all subsequent paperwork. Bidders can only select one option on the registration form, to indicate registering as either an individual or a legal entity (e.g. company). Changes will not be permitted after registration.

The Bidder understands and agrees that:

1. Any sale of property which is being conducted by the Kosovo Trust Agency (hereafter the "Agency") or by any party acting on behalf of or under authorization from the Agency is subject to (i) the "**Rules of Tender for Sale of Property Through a Competitive, Sealed Bidding Process**" (hereinafter the "**Rules of Tender**") and (ii) any special terms and conditions of sale and/or sale provisions listed in the Notice of Public Sale and/or any other bid document as defined in the **Rules of Tender**, including any attachment to any of these documents. By completing this form and submitting a bid the Bidder agrees to be bound by the aforementioned documents.

Capitalised terms shall have the meanings ascribed to them in the Rules of Tender unless the context requires otherwise.

Copies of the **Rules of Tender** can be obtained from the contact(s) below, or downloaded and printed from the KTA web site (www.kta-kosovo.org).

2. Legal and physical persons who fall into one of the categories below shall not be eligible to bid and shall be automatically disqualified if bids are submitted by them:

- (a) Natural and legal persons who are currently subject to bankruptcy or insolvency proceedings;
- (b) Natural persons who have been found guilty of a felony which was committed after June 1999 or who are otherwise subject to criminal proceedings;
- (c) Natural and legal persons who (i) are in material breach of a contract entered into with the Agency or with any of the enterprises administered by the Agency (the existence and materiality of such breach to be determined by the Agency in its sole discretion) or have previously been a Winning Bidder in a sale organized by the Agency but have failed to complete a purchase with the Agency, unless otherwise agreed by the Agency; (ii) have any debt outstanding to the Agency or an Enterprise administered by the Agency; (iii) are on a list of persons or entities with whom the Agency, UNMIK or the European Union is prohibited by a recognized international entity, such as OFAC, from carrying out transactions, including a list of persons who are the subject of international sanctions or export control rules; or (iv) are natural or legal persons who have not paid fines imposed upon them by the Agency pursuant to its powers set out in section 27 of UNMIK Regulation 2002/12 or subject of any claim or dispute (whether the matter is in court or otherwise) related to section 28 of UNMIK Regulation 2002/12, as amended;
- (d) Natural and legal persons acting as an agent for any of the persons or entities referred to in sections 2(a)-(c) above or any agent who has not disclosed his/her/its principal(s), as required by the Rules of Tender; and
- (e) Legal entities whose Beneficial Owners or Control Persons fall within the categories outlined at section 2(a) – (d) above.

3. By applying to be included in the Potential Bidders Register, the Bidder is confirming and representing that it has the authority, whether implied or otherwise, to:

- (a) Disclose the information contained in this Registration Form to the Agency and that all persons or legal entities mentioned in such application have consented to such disclosure, and
- (b) Provide any and all additional information and documentation requested by the Agency (i) in order to satisfy any money laundering requirements or procedures (ii) for the purposes of any investigations by the Agency to confirm the origin of the purchase price funds (iii) for the purposes of the Agency confirming that Winning Bidders are eligible under section 2.1 of the Tender Rules (i.e. section 2 above) and/or (iv) for the purposes

of compliance with any Applicable Law or international best practice, as determined by the Agency.

5. The Agency may charge a minimal bidder registration fee to cover expenses, which shall be specified in the Notice of Public Sale. An appropriate certification (e.g. a copy of the deposit slip) of the payment of this fee to an account of the Agency must be submitted to the Agency at the time of submission of registration documents.

I acknowledge that I have read, understood, and agree to the terms outlined above, and confirm that I am eligible to bid with respect to the requirements of paragraph 2, above.

Accepted by Bidder:

Signature: _____

Name: _____

Date: _____

For Official Use Only			
If a bidder registration fee was required as specified in the Notice of Public Sale, proof of payment of this fee (Check appropriate box) <input type="checkbox"/> Yes <input type="checkbox"/> No			
BIDDER IDENTIFICATION PROVIDED:			
Type of ID	No & Date Issued	Issued By	Expiry
Passport			
Other (specify): _____			
BIDDER REPRESENTATIVE IDENTIFICATION PROVIDED:			
Type of ID	No & Date Issued	Issued By	Expiry
Passport			
Other (specify): _____			
REPRESENTATIVE AUTHORIZATION PROVIDED:			
Type of Document	Issued By/Date Issued	Powers Conveyed	Expiry
Power of Attorney		_____ _____	
Other (specify): _____			
Notes (Attach separate sheets if necessary):			

