

3. PREPARATION OF DOCUMENTS AND CERTIFICATES		
	SERVICES	PRICE - LIST IN EUR
3.1.	Obtain confirmation of the execution of the payment order in the Bank	
3.1.1	Confirmation of the payment order printed from the Internet bank MultiNet	1,00 EUR
3.1.2.	Issue of the copy of the confirmed payment (for period up to 1 month)	1,00 EUR
3.1.3.	Issue of the copy of the confirmed payment (for period up to 12 months)	2,00 EUR
3.1.4.	Search the order of payment in the archive and copy confirmation	15,00 EUR
3.2.	Preparation and issue of letters of reference	
3.2.1.	Information about the availability of an account in the bank and its balance	
3.2.1.1.	Preparation of certificate during 2 working days	10,00 EUR
3.2.1.2.	Express preparation of certificate (during 1 working day if a request is submitted until 12:00)	20,00 EUR
3.2.2.	Another type of inquiry on request	
3.2.2.1.	Preparation of certificate during 2 working days	15,00 EUR
3.2.2.2.	Express preparation of certificate (during 1 working day if a request is submitted until 12:00)	25,00 EUR
3.2.3.	Providing comprehensive information about the Customer to the audit	40,00 EUR
3.3.	Modification of account data	
3.3.1.	Certification of card of samples of seal imprints and signatures	10,00 EUR ¹
3.3.2.	Certification of power of attorney for individuals in the Bank	20,00 EUR
3.3.3.	Execution of power of attorney for individuals outside of the Bank	50,00 EUR
3.3.4.	Registration of notarized power of attorney	20,00 EUR
3.4.	Correspondence fee	
3.4.1.	Posting by courier	10,00 EUR + courier fee
3.4.2.	Fax within Latvia	1,00 EUR
3.4.3.	Fax outside Latvia	5,00 EUR
3.4.4.	Registered letter	5,00 EUR + mail fee
¹	<i>When a power of attorney needs to be executed – free</i>	