



POWER OF ATTORNEY

I, _____ from _____
(name and surname of the grantor of Power of Attorney) (place and address of residence of the grantor of Power of Attorney)¹

(Personal ID Number of the grantor of Power of Attorney) (ID card/passport number of the grantor of Power of Attorney)²

hereby grant Power of Attorney to:

_____ from _____
(name and surname of the Proxy) (place and address of the residence of the Proxy)¹

(Personal ID Number of the Proxy) (ID card/passport number of the Proxy)²

that he/she may, on my behalf and for my account on the account _____ No. ³:
_____ held with Postal Savings Bank, joint-stock
company, Belgrade, take the following actions:⁴ _____

This Power of Attorney shall be given:

- 1) for a limited period of time, with the validity term until: _____;
- 2) without a time limitation of the validity term determined in advance.

Hand-written signature of the grantor of
Power of Attorney

¹ Write the place and address indicated on the valid personal ID document (ID card or passport);

² Indicate number of the valid personal ID document that will be used when establishing identity with the competent authority certifying the power of attorney;

³ Fill in only if the grantor of Power of Attorney already holds a payment account with the Bank. One or more accounts of the grantor of Power of Attorney held with the Bank may be indicated;

⁴ It is required to indicate explicitly one or more actions provided for under item 6 of the list of the accompanying Instructions;

Instructions for filling in/drawing up, certification and validity of the power of attorney of a natural person

1 Form, essential elements and language of the power of attorney

The power of attorney of a natural person shall be drawn up in one of the two following manners:

- 1) by filling in the Form of "Power of Attorney" in Serbian that is available on the website of the Bank;
- 2) by drawing up a power of attorney in a free format in Serbian.

If a power of attorney is given in free format, in order to fulfill the condition of accuracy it has to contain all the elements contained in the Form of "Power of Attorney".

Notes:

- 1) A power of attorney not containing the elements indicated in paragraph 2 of these Instructions (whether the power of attorney drawn up in a free format or the Form of Power of Attorney incompletely filled in is in question) shall not be deemed to be acceptable;
- 2) The validity term of a power of attorney must not be longer than:
 - the term of validity of the personal ID document indicated in the power of attorney of both the Grantor of Power of Attorney and the Proxy;
 - if the validity term indicated in the power of attorney is longer than the validity term of one of the personal ID documents indicated, the power of attorney shall be valid until the first expiry of validity of one of the personal documents indicated in the the power of attorney;
- 3) A power of attorney that is not certified in accordance with the provisions of item 2 of these Instructions shall not be deemed to be valid.
- 4) **Only a citizen of the Republic of Serbia with the residence in the Republic of Serbia longer than one year may be a proxy on RSD and foreign currency account of a resident and a non-resident, except in case of one time actions when the proxy may be a non-resident (e.g. closing of account, settlement of debts, withdrawal of funds based on legally binding decisions on inheritance).**

2 Mandatory certification of the power of attorney

Both the power of attorney issued in the Republic of Serbia and the power of attorney issued abroad must be certified with the competent authority.

2.1 Certification of the power of attorney in the Republic of Serbia

In the Republic of Serbia the power of attorney has to be certified by a notary public.

If there is no notary public appointed in the specific area, the power of attorney may be certified in a primary court, court unit, reception desks of primary courts, as well as in municipal administration.

2.2 Certification of the power of attorney in foreign countries

In foreign countries the power of attorney may be certified:

- 1) **in a diplomatic and consular mission of the Republic of Serbia** (embassy or consulate) – the power of attorney drawn up in Serbian;

If the power of attorney has been certified in a diplomatic and consular mission of the Republic of Serbia, it shall be deemed that it has been certified by the competent authority in the Republic of Serbia and such power of attorney shall be accepted without any additional legalization.

- 2) **With a notary public of the relevant foreign country** – power of attorney in the official language of that country, with an obligation to be subsequently translated officially into Serbian by an authorized court interpreter in the Republic of Serbia.
- When the power of attorney has been certified by a foreign notary public in a country with which the Republic of Serbia has confirmed a bilateral treaty on mutual exemption of official documents from legalization (placing of Apostille), such power of attorney shall be accepted without any additional legalization.
 - When the power of attorney has been certified by a foreign notary public in a country which is a signatory to the Hague Convention (Convention on Revoking Requirements for Legalization of Foreign Official Documents), an Apostille (a confirmation issued by the competent authority of that country) shall be mandatory submitted. The *Apostille* confirmation shall be placed on the very power of attorney or it shall be attached to it as an appendix.
 - For the power of attorney issued and certified in a country with which the Republic of Serbia has not confirmed a bilateral treaty on mutual exemption of official documents from legalization, nor that country is a signatory to the Hague Convention, it is required to carry out the full legalization of certification of the power of attorney by the authorities of the country in which the power of attorney has been certified in accordance with the regulations of that country.

Exceptions:

- 1 Palestine exercises poly-legalization containing of 9 stamps, whose final stamp shall be the stamp of the embassy of Palestine in Belgrade;
- 2 Australia is acceptable from the point of view of the Ministry of Foreign Affairs of the Republic of Serbia if it is certified in one of the three following manners:
 - ✓ Certified by a notary public which is certified with the Apostille;
 - ✓ If certified with the signature and stamp of the magistrate, an additional certification by the Ministry of Justice of Australia, the Ministry of Foreign Affairs of Australia, and certification in the embassy/consulate of Australia is required;
 - ✓ Certified in the consulate/embassy of the Republic of Serbia in Australia.

If the power of attorney is given in a foreign language, it shall be necessary that, along with the certified relevant power of attorney, its translation into Serbian made by an authorized court interpreter in the Republic of Serbia is also to be submitted to the Bank.

3 Presenting of the power of attorney and valid personal ID documents (ID card or passport) to the Bank

Each time when he/she wants to take an action in the Bank's premises on behalf of and for the account of the Grantor of Power of Attorney for which he/she is authorized by the power of attorney, the Proxy shall mandatory present an accurately drawn up and certified original power of attorney to the Bank.

When presenting an accurately drawn up and certified power of attorney, the Proxy shall be obliged to present the Bank also with **the valid personal ID documents (ID card or passport) for inspection:**

- 1) His/her own personal ID document indicated in the text of the power of attorney;
- 2) Certified copy of the personal ID document or original document of the Grantor of Power of Attorney indicated in the text of the power of attorney and used when certifying the power of attorney, i.e. based on which his/her identity has been established with the competent authority;
- 3) Official translation of the power of attorney into Serbian, made up by an authorized court interpreter in the Republic of Serbia for the power of attorney drawn up and certified in a foreign language.

Note: *Lawyer's ID card cannot be accepted as personal ID document given that personal ID card or passport are defined by current regulations as personal ID documents.*

4 Validity of the power of attorney⁵:

The power of attorney shall be deemed to be valid until:

- 1) the day when the Bank has been provided with the revocation of the power of attorney, in accordance with the provisions of item 5 of these Instructions, or
- 2) the day when the validity term of the power of attorney indicated in the text of the power of attorney expired, or
- 3) the day when the validity term of one of the personal ID documents indicated in the power of attorney expired, or
- 4) the moment of death of the Grantor of Power of Attorney or the Proxy.

5 Revocation of the power of attorney⁵

The Grantor of Power of Attorney may revoke the power of attorney at any time by providing the Bank with a written revocation either in paper or electronic form where following essential elements shall be mandatory indicated:

- 1) Data on the authority certifying the power of attorney that is revoked;
- 2) Number and date of the certification of the power of attorney that is revoked;
- 3) His/her identification data and the data about his/her personal ID document indicated in the power of attorney that is revoked;
- 4) Personal ID data of the Proxy indicated in the power of attorney that is revoked;

⁵ All the measures stipulated by regulations for the purpose of compensation of any damage caused to the Bank or the Giver of Power of Attorney may be taken against the proxy who continued to use the power of attorney after he/she becomes aware or must objectively be aware of the fact that some of the circumstances of cease of the validity of the power of attorney referred to in paragraph 1 hereof occurred.

- 5) Number of his/her account held with the Bank related to which the power of attorney that is revoked was issued (if the account was indicated in the power of attorney that is revoked);
- 6) Date of drawing up the revocation of the power of attorney;
- 7) Personal signature of the Grantor of Power of Attorney.

6 Actions that may be the subject of the power of attorney

The Grantor of Power of Attorney may authorize the Proxy with a power of attorney for carrying out one or more of the following actions:

Note: *If the holder was not in the Bank in the last 3 years following the date when the power of attorney was certified or he/she has changed the documentation, it shall be necessary to indicate the action – update of data based on my valid personal ID document (ID card or passport)⁶.*

6.1 Actions connected with payment accounts:

- Open a payment account and sign all the documentation necessary for opening the payment account (indicate the payment account that is opened – RSD and/or foreign currency and/or multi-currency);
- Take over a Confirmation of a newly opened payment account;
- Be an authorized person on the payment account⁷;
- Update the data based on my valid personal ID document (ID card or passport) that is attached to the Power of Attorney⁶.
- Dispose with the funds on the payment account⁷;
- Take over an overview of movements on the payment account⁷;
- Take over the last pension check;
- Take over a Confirmation of holding a payment account⁷;
- Submit a Request for changing the method of providing payment account statements;
- Conclude a Contract on Standing Order;⁸
If the Contract on Standing Order is to be concluded for the purpose of paying accommodation in social institutions, it is necessary to indicate a bank account of the social institution, a monthly amount that is to be transferred, date of the start of application, and the term of duration of the service;
- Conclude a Contract on the "Pension in Advance" Service – (only pensioners can use this service);⁹
- Conclude a Contract on the "Disability Pension in Advance" Service – (only the users of veterans' disability pensions can use this service);¹⁰
- Conclude a Contract on the "Outpayment of Pensions at Home Address from the Current Account of the Holder" - (only pensioners can use this service);¹¹
- Close the payment account⁷, return all payment instruments of the Bank (payment cards, checks, etc), settle all the claims of the Bank, withdraw the remaining funds from the payment account, take over a Confirmation of the settled outstanding amounts on the account, and sign all the necessary documentation.

⁶ It can be indicated also as a mandatory action if the holder is not sure about the period of the reidentification carried out;

⁷ Indicate on what payment account;

⁸ On the website <http://www.posted.co.rs/tekuci.html> you can find a list of Services that can be paid with a standing order;

⁹ This service is intended only for RSD payment accounts;

¹⁰ This service is intended only for RSD payment accounts;

¹¹ The above mentioned service is only for RSD payment account for receiving personal income – pension;

6.2 Actions connected with payment cards:

- Take over the card and the belonging PIN¹² for the holder of the payment account;
- Take over the card and the belonging PIN¹³ of the authorized person (indicate name and surname of the authorized person on the RSD payment account);
- Submit an Application for Issuing and Using Payment Card and sign all necessary documentation for its issuing (indicate the payment card – Visa dinar, Visa foreign exchange, Visa Internet dinar, Visa Internet foreign exchange, Debit Mastercard contactless, DinaCard credit, Visa credit, Mastercard Standard credit, Mastercard Gold credit, Mastercard Plus credit);¹⁴
- Take over the payment card (indicate the payment card – Visa dinar, Visa foreign exchange, Visa Internet dinar, Visa Internet foreign exchange, Debit Mastercard contactless, Mastercard Plus debit, DinaCard credit, Visa credit, Maestro, Mastercard Standard credit, Mastercard Gold credit, Mastercard Plus credit) with the belonging PIN for the primary cardholder and/or additional cardholder (indicate name and surname of the additional cardholder) and sign all the documentation necessary for taking over the payment card;

6.3 Actions connected with savings accounts (RSD/FX):

- Conclude with the Bank a Contract on Opening FX/RSD Deposit (fixed-term deposit with the period of fixed-term depositing for _____¹⁵) or Sight Account;
- Take over a Confirmation of holding a savings account (deposit);
- Be the person authorized for savings account;
- Dispose with the funds in the sight savings account;
- Terminate the period of fixed-term depositing;
- Convert the funds from the currency in the amount of _____ into _____ currency;
- Request a confirmation of the balance/movements on the savings account;
- Close the savings account.

6.4 Actions connected with safe deposit boxes:

- Extend the Contract on Renting a Safe Deposit Box No. _____ (indicate the safe deposit box number indicated in the Contract);
- Submit a request for closing a safe deposit box, take the contents of the safe deposit box, and return the identification card and key.

6.5. Other actions:

- Conclude the Contract on Issuing and Using of Internet and Mobile Banking (E-banking and M-banking) Services for Retail Payment Account Users (payment account holder and/or authorized person for payment account) ¹⁶;
- Take over the funds inherited based on a legally binding Decision on Inheritance (e.g. UPP:xx-xx as of xx.xx.xxxx. or O.xx as of xx.xx.xxxx.)¹⁶ and sign all the necessary documentation;

¹² The above mentioned refers to POST CARD DinaCard UnionPay co-branded debit payment card;

¹³ The above mentioned refers to POST CARD DinaCard UnionPay co-branded debit payment card;

¹⁴ One or more payment cards may be indicated;

¹⁵ Indicate the period of the fixed-term depositing;

¹⁶ It is necessary to indicate full name of the person(s) who are enabled to use E-banking and M-banking services. If it is not indicated, it shall be deemed that these services are concluded on behalf of and for the account of the account holder;

¹⁷ Decisions on Inheritance passed by competent authorities abroad have to be acknowledged by a High Court in the Republic of Serbia.

- Transfer the funds from my payment account based on the Sales Contract under the reference number (indicate the reference number of the competent authority) and date of its certification;
- Submit a request for exercising the right related with the personal data processing. In the power of attorney for submitting a request and taking actions in the proceeding upon the request, the following text should be mandatory indicated: "I hereby give my consent that the data relating to me and representing personal data in accordance with the Law on Personal Data Protection are made available to the proxy";
- File an objection to the Bank's operation and take actions in the proceeding based on the objection. In the power of attorney for filing an objection and taking actions in the proceeding based on that objection, the following text should be mandatory indicated: "I hereby give an authorization that all the data, referring to me as a primary holder, but that represent a business secret in the sense of the law governing banks, i.e. business secret in sense of the law governing payment services, are made available to the proxy."