**LIST OF PRECONTRACTING DOCUMENTS**

**Legal documents** (e.g.: article of association, statutes, deed of foundation, establishing resolution law, or equivalent documents according to national legislation)

a) In the case of Romanian applicants:

 Justifying document stating the **method of representation** (according to the national legislation);

b) In the case of Hungarian applicants:

 **Original specimen of signature** containing **the method of representation** of the legally authorized representative(s) of the applicant organizations/institutions certified by a public notary;

**The criminal record for the legal representative** for all **Romanian** partners;

**Fiscal certificate** regarding the fulfillment of the obligations related to the payment of debts to the consolidated state budget (*the public debt status of Hungarian entity can be verified online at (*[*http://nav.gov.hu/nav/adatbazisok/koztartozasmentes/egyszeru\_lekerdezes*](http://nav.gov.hu/nav/adatbazisok/koztartozasmentes/egyszeru_lekerdezes));

**Fiscal certificate regarding local taxes (**for **Hungarian Partners**, the information regarding the fulfillment of the obligations related to the payment of debts to the local taxes is included in the *document from the National Tax Authority*);

**Valid up-to-date official documents stating the right of property (issued after the selection of the Application form), if the case** (*electronically authenticated title deeds are accepted in case of Hungarian Partners);*

The **certificate from the district court** attesting that the organization is not in dissolution process **(for NGOs only)** *(Please be advised that Hungarian Partners can download the proof from official online register http://birosag.hu/allampolgaroknak/civil-szervezetek/civil-szervezetek-nevjegyzeke-kereses),* **or equivalent proof in case of Churches,** in line with AG;

**Decisions of the empowered bodies** (County Council, Board of directors, etc.) regarding the support of the project and the **availability of own resources** and assuming the positions **in the project implementation team** (if applicable);

**Project justification sheet (**Fișă de fundamentare a proiectului – Annex to Order Order No. 455/1267/2023 approving the Methodological Norms for the application of the Law no. 231/2022) in case of **Romanian Partners**;

**Legal Entity Form** filled in and signed by the legal representative for all partners, according to the type of the organization;

**Declaration on own responsibility during the contracting phase regarding double financing**, for all partners;

**State aid relevant declarations** (e.g.: on *de minimis*/regarding the financial situation of the State aid partner), for all state aid partners, if applicable**;**

**Partnership Agreement** signed by all project partners;

**Declaration on own responsibility** during the contracting phase of the **Lead Partner** certifying that the documents uploaded in the Jems are scanned copies of the originals, **only if the documents are not electronically signed**;

**Application form** datedandsigned by the legal representative of the Lead partner;

*To be downloaded from Jems, after the application status in Jems is updated to “Approved”.*

***ATTENTION!***

MA/JS may request additional documents as compared to the ones mentioned above.

All documents specified above will be presented at the first monitoring visit in original/legalized copy/certified copy according to original.