

Details about completing the financing application by submitting the necessary Annexes:

**Annex A.**

- 1) This document is **mandatory** in order for the application to be considered complete.
- 2) Specific instructions for completing the annex can be found in the document.
- 3) FINS can only accept the document in **.xlsx format**; no pictures, photos, or pdf files are acceptable.

**Annex B.**

- 1) This document is **mandatory** in order for the application to be considered complete.
- 2) All fields are required to be filled in.
- 3) FINS requires the Annex to be signed by the person writing the recommendation.
- 4) FINS requires **a scan, a photograph or a digitally signed copy** of the signed Recommendation letter to be uploaded in the application.

**Annex D.**

- 1) It is **optional** to submit the income statement *for the applicant* and include it in the documentation file sent to FINS. A statement of previous income improves the evaluation of the loan application / the risk profile of the applicant / interest at which the loan is offered, but **it is not mandatory**.
- 2) All fields are required to be filled in.
- 3) The income statement is required to be signed by the legal representative of the institution issuing the document.
- 4) FINS requires **a scan, a photograph or a digitally signed copy** of the signed Annex to be uploaded in the application.

If you encounter technical difficulties or need help, please write to us at [info@hellofins.com](mailto:info@hellofins.com).