
Supporting Documents as per Partners' Requirements

Note: All documents that the Partner has obtained externally must be certified¹ as true copies of the originals by a Notary Public (NP), Commissioner of Oaths (CO) or its equivalent.

- Certified true copy of original certificate of registration/Incorporation or Charter in cases of educational institutions.
- Certified true copy of original Audited Account Statement for the last two years. Annual report.
- Certified true copy of proof of non-Profit. Copy of the Constitution or by-laws.

¹ The word "Certification" shall be construed to mean of the following-

- a) That a UN-Habitat Partner has presented original documents for examination & verification.
- b) That the certifier confirms the copies to be "true copies of the original" document.
- c) That the examination and authentication of the documents as per a) and b) above is signified by:-
 - i) Appending certification clause "certified true copy of the original" on the first page and initialing all pages; and
 - ii) Appending name, signature and date of the certifier below the certification clause.
