



**Board of the National Bank of Ukraine  
RESOLUTION**

2 January 2019

Kyiv

No. 2

**On Approval of the Regulation on the Conduct of Transactions With Currency  
Valuables**

Under articles 6, 7, 15, 44, 45, and 56 of the Law of Ukraine *On the National Bank of Ukraine*, for the purpose of meeting the requirements of the Law of Ukraine *On Currency and Currency Operations*, the NBU Board **resolves**:

1. That the Regulation on the Conduct of Transactions with Currency Valuables hereto attached is hereby approved.
2. That following an official publication, the Open Market Operations Department (Serhii Ponomarenko) shall communicate to the banks of Ukraine the information on the approval of this Resolution.
3. That this Resolution shall come into force on the same day that the Law of Ukraine *On Currency and Currency Operations* goes into effect.

Governor

Yakiv SMOLII

APPROVED  
by the NBU Board Resolution

No. 2 dated 2 January 2019

## Regulation on the Conduct of Transactions With Currency Valuables

### I. General Provisions

1. This Resolution determines:

- (1) the procedure for the purchase, sale, or exchange of cashless foreign currency/investment metals without physical delivery
- (2) the procedure for the cross-border remittances from Ukraine and disbursement of cross-border remittances to recipients in Ukraine
- (3) the procedure and specifics of the trading in currency valuables in cash (transactions with investment metals with physical delivery and/or currency exchange transactions)
- (4) the procedure for the settlements in currency transactions.

2. For the purposes hereof, the terms have the following meanings:

- (1) resident individuals mean individuals who are Ukrainian citizens, foreign citizens, stateless persons, refugees, and persons in need of additional protection who permanently reside in Ukraine, as confirmed by a relevant document that, under Ukrainian laws, contains information on the place of residence of the person in Ukraine, including a passport/passport document or a document that replaces it and proof of permanent residence, including persons who are temporarily residing outside Ukraine and sole proprietors registered under Ukrainian laws
- (2) small value of currency transaction (hereinafter – small value) means the value of currency transaction (in hryvnia equivalent at the official exchange rate of hryvnia to foreign currencies established by the NBU as of the transaction date) that is below the required reporting thresholds in accordance with the AML/CFT laws and regulations

(3) nonresident individuals mean individuals (foreign citizens, Ukrainian citizens, and stateless persons) who permanently reside (are registered) outside of Ukraine, including those who are temporarily residing in Ukraine.

Other terms used in this Regulation shall have the meanings as defined by the Law of Ukraine *On Currency and Currency Operations* (the Law), other laws of Ukraine, and regulations of the NBU.

3. Provisions of the Regulation do not cover transactions associated with e-money.

4. Current currency transactions include:

(1) settlements in goods export and import transactions (including the payment of fines, penalties, bonuses, reimbursement of costs related to the fulfillment of an international business contract, and reimbursement of losses related to failure to fulfill an international business contract), including such settlements in Ukraine

(2) payments in the form of interest on loans (borrowings)

(3) payments in the form of dividends under equity rights, interest income on securities and other income (profits) from investment objects that is not related to their alienation, sale, liquidation, or reduction of authorized capital

(4) payments in the form of interest accrued on funds in current or savings accounts

(5) transactions involving the disbursement of salaries, scholarships, pensions, alimony, state aid, material assistance, family assistance, charitable and humanitarian assistance, payments and compensations, including reimbursement of damages caused to employees as a result of injury, occupational hazard, or other damage to health resulting from the discharge of professional duties, victims of political repression, victims of Nazi persecution, members of their families and successors, reimbursement of insurance cases, the payout of bonuses, prizes, inherited funds, and funds under gift agreements

(6) payments made on the basis of verdicts, decisions, rulings and resolutions of judicial authorities, as well as those of investigators and other law enforcement authorities

(7) payment of expenses related to the death of individuals while abroad (transportation costs and funeral expenses)

(8) transactions to make mandatory payments to foreign judicial, investigative, arbitration, notary and other authorities (including payment of taxes, duties and other mandatory payments) in foreign countries, and expenses of foreign lawyers in cases of judicial or criminal litigation abroad

- (9) payment of fees (customs duties) for actions related to the protection of intellectual property rights, including payment for services provided by patent offices of other countries, and services of patent attorneys abroad
- (10) payments by individuals for medical treatment in medical institutions in a foreign country, as well as payment for transportation of patients for treatment abroad
- (11) payments by individuals for study and internships in educational institutions in a foreign country and expenses related to such study or internships
- (12) payments by individuals for participation in international symposiums, seminars, conferences, congresses, exhibitions, fairs, cultural and sporting events, as well as other international meetings taking place in foreign countries
- (13) payments by individuals for literature and subscription publications issued abroad
- (14) payment of expenses related to business trips abroad
- (15) payments related to acceptance of inheritance
- (16) payments for the maintenance of diplomatic missions, consular offices of Ukraine abroad and those of foreign countries in Ukraine, representative offices of international and foreign organizations, representative offices of foreign banks and legal entities that do not engage in business activities (other transactions related to the operation of these institutions)
- (17) transactions to pay out royalties, prizes, and other payments for the use of intellectual property of individuals
- (18) payments by individuals for products, works, services, and intellectual property rights acquired from nonresidents abroad for personal consumption
- (19) transactions by individuals when formalizing their departure abroad for permanent residence
- (20) payments to fulfill obligations under agreements with nonresident legal entities with regard to the reimbursement of expenses incurred by them in favor of resident individuals that temporarily reside outside of Ukraine such as salaries or other expenses related to the performance of professional duties
- (21) payment of entrance fees and membership fees of international organizations or other nonresident legal entities.

Current trading transactions include transactions specified in Section I, paragraph 4, subparagraph 1 of this Regulation. Current nontrading transactions include transactions specified in Section I, paragraph 4, subparagraph 2–21 of this Regulation.

5. Currency transactions related to capital flows include:

- (1) transactions related to granting and receiving loans and borrowings by residents
- (2) transactions related to the fulfillment of obligations under guarantees, sureties, and pledges
- (3) transactions related to the fulfillment of obligations under rent agreements, employment agreements, and leasing agreements
- (4) transactions related to the fulfillment of obligations under factoring agreements
- (5) transactions to make foreign investments in Ukraine
- (6) transactions whereby residents make investments abroad
- (7) transactions related to the return of foreign investments/investments abroad, as well as other funds received by the investor from investment activities in Ukraine/abroad (except for transactions specified in Section I, paragraph 4, subparagraph 3 of this Regulation)
- (8) depositing in current or savings accounts
- (9) transactions related to the fulfillment of obligations under life insurance agreements
- (10) currency transactions other than those identified by Section I, paragraph 4 of this Regulation.

6. Authorized institutions shall, based on their internal documents, independently decide whether a client needs to file documents related to a currency transaction.

In the course of the conduct of currency transactions, authorized institutions shall take into account the requirements for the conduct by authorized institutions of the analysis and verification of documents (information) regarding currency transactions, which requirements the NBU shall stipulate in a separate regulation.

An authorized institution shall prevent the conduct of a currency transaction (refuse to perform an currency transaction) that is out of compliance with currency legislation.

In case a currency transaction is related to breach of requirements/restrictions/bans stipulated by the laws of Ukraine governing the areas of ensuring national security, AML/CFT or preventing funding of proliferation of weapons of mass destruction, and compliance of Ukraine with liabilities under international agreements whose

mandatory nature was approved by the Verkhovna Rada of Ukraine, the authorized institution shall take measures stipulated by these laws of Ukraine.

## II. Procedure for the Currency Transactions to Purchase, Sell, and Exchange Noncash Foreign Currency/Investment Metals Without Physical Delivery and Without Registration and Submission of Orders to a Bank to Purchase or Sell Foreign Currency or Investment Metals, and for the Fulfillment of Such Orders

7. To conduct currency transactions to buy, sell, or exchange foreign currency/investment metals, the party to such currency transactions (hereinafter – the client) shall file an order with a bank to buy or sell foreign currency or investment metals (hereinafter – the order). The order is submitted in an arbitrary form. The details of the order are specified in the bank account agreement or a different agreement entered into between the bank and the client.

The client does not submit to the bank an order to sell foreign currency in cases where FX proceeds are sold in accordance with the requirements of NBU regulations. A bank has the right to perform transactions to purchase/sell/exchange foreign currency or investment metals without receiving an order from the client under an instruction to conduct such transactions if the procedure and conditions for the conduct of such transactions are specified in a bank account agreement or other agreement entered into between the bank and the client.

8. After conducting the currency transaction to purchase/sell/exchange foreign currency/investment metals in the foreign exchange market of Ukraine, the bank must keep the order and other documents that became the basis for such transaction.

9. The bank shall return the client's order without fulfillment if fulfillment thereof results in the bank failing to fulfill, in accordance with the legislation of Ukraine, a document concerning seizure of property (funds) of the client, prohibition of certain actions by the client, or a document specifying that the client shall refrain from taking certain actions, or a document that forbids a debtor to dispose of and/or use the property (funds) that belongs to the debtor based on the ownership rights thereof, or a document concerning compulsory write-off of the funds.

10. The client has the right to withdraw from the bank the order by the time of its fulfillment by the bank in full or in part by submitting a letter of withdrawal of the order, which letter shall be drawn up in arbitrary form and signed by the person or its representative.

11. In the bank account agreement or other agreement entered into between the bank and the client, the bank shall stipulate:

- (1) the procedure, method, and form for the filing of orders and other documents

- (2) the procedure for the establishment by the bank of an exchange rate/cross-rate of purchase/sale/exchange of foreign currency (taking into account the client's right to indicate the numerical value of the exchange rate of purchase/sale/exchange of the foreign currency or to indicate “at the exchange rate of the bank”)
- (3) the procedure and conditions for return of the order without fulfillment by the bank
- (4) the procedure and manner of giving instructions to the client regarding the terms of a particular currency transaction
- (5) the procedure for receiving a commission for the conduct of a currency transaction
- (6) the procedure for informing the client about currency transactions made by the bank (taking into account information about the exchange rate of purchase/sale/exchange of foreign currency on which exchange rate such currency transaction was based)
- (7) conditions for the withdrawal of an order/instruction (taking into account the term, form, and manner of filing a letter of withdrawal of order) and the reimbursement by the client of the costs that the bank incurred in relation to such withdrawal.

### III. Procedure and Specifics of the Trading in Investment Metals with Physical Delivery and Currency Exchange Transactions

12. The bank, nonbank financial institution, and postal operator (hereinafter – the bank and nonbank institution) carry out currency exchange transactions at the exchange rates of FX purchase and sale that are in effect at the time of transaction.

At the beginning of a business day, the bank and nonbank institution by their ordinance set exchange rate for the purchase and sale of foreign currencies and have the right to change these exchange rates during the day.

In their ordinance about the establishment/change of the exchange rates for the purchase and sale of foreign currencies, the bank and nonbank institution shall specify the date and time (hour and minute) at which the established/changed exchange rates become effective and the value of the exchange rates for the purchase and sale of foreign currencies for hryvnias.

The chairman of the bank’s board or the head of the nonbank institution has the right to designate an authorized person(s) who will set exchange rates for the purchase and sale of foreign currencies at the cash desk of the bank and the nonbank institution and in their standalone units and foreign exchange offices (hereinafter – the exchange office).

When conducting foreign currency cash exchange transactions, the bank and nonbank institution use their cross-rates.

The bank carries out trading in investment metals with physical delivery (hereinafter – transactions with investment metals) using the buying and selling rates for investment metals that are effective at the time of transaction and that are set/changed by the bank under the procedure stipulated in Section III, paragraph 12, indents 1–5 of this Regulation.

13. The bank carries out transactions with investment metals and currency exchange transactions and issues a receipt of

the conduct of the currency exchange transaction/investment metals trading transaction with physical delivery (Annex 1 to this Regulation) (hereinafter – the receipt).

14. The bank issues two copies of the receipt: the first copy is given to the individual, while the other copy is stored in the bank in electronic or hard-copy form.

The other copy of the receipt that the bank issues in electronic form under the law and under the agreement shall contain the electronic signature of the client and the qualified electronic signature of the bank's employee.

The bank has the right, with written consent of the client, not to issue the first copy of the receipt. The bank does not reverse the transaction in the absence of the client's first copy of the receipt.

15. The nonbank institution, the exchange office of the bank, and that of the nonbank institution take responsibility to carry out currency exchange transactions with the use of a document that is printed by the electronic fiscal device (hereinafter – the EFD) for recording and registration of currency exchange transactions (hereinafter – the EFD payment document). The form and content of the EFD payment document shall be established by the NBU in a separate regulation.

The nonbank institution, the exchange office of the bank, and that of the nonbank institution take responsibility to ensure the storage of EFD payment documents in their daily records.

16. The bank and nonbank institution carry out currency exchange transactions through payment devices with the issuance of a receipt. The menu of the payment device through which the bank and the nonbank institution carry out such transactions must contain information on the exchange rate at which foreign currency cash is bought/sold/exchanged.



17. The form and contents of the receipt that is produced by the payment device of the bank must comply with the requirements of regulations governing the implementation of cash transactions and take into account the requirements of the AML/CFT laws of Ukraine.

18. The bank and nonbank institution have the right to supplement the receipt and the EFD payment document produced by the payment device by adding payment details necessary for carrying out currency exchange transactions and transactions with investment metals.

19. The bank and nonbanking institution fill out the receipt/EFD payment document by specifying all payment details necessary for currency exchange transactions and transactions with investment metals. Once filled out, the text may not be corrected.

20. The cashier at the cash desk of the bank, of the nonbank institution, or of the exchange office issues a receipt/EFD payment document simultaneously with the acceptance/issuance of funds/investment metals from/to an individual. The receipt/EFD payment document shall be issued no later than the time of completion of the operation.

21. Banks and nonbank institutions are required to keep registers of purchased and/or sold foreign currency cash (Annex 2 to this Regulation) in hard-copy or electronic form. Banks and nonbank institutions are obliged to record in these registers completed transactions to purchase and/or sell foreign currency cash. The registers are stored in daily records.

22. Using their software and hardware complexes, the nonbank institution, its standalone unit, and the exchange office of the nonbank institution shall prepare daily statements of daily cash turnover and value balances (Annex 3 to this Regulation). At the time of the audit, the cashier at the cash desk of the nonbank institution, of its standalone unit, or of the exchange office of the nonbank institution shall print out such statements and provide them to authorized representatives of the NBU who carry out audits for compliance with currency legislation. Foreign currency cash and/or hryvnia cash that is available at the cash desk at the time of an audit must correspond to the amounts specified in the relevant statement. The statement is stored in daily records.

23. The bank and the nonbank institution shall reflect in their accounting records the currency exchange transactions that are carried out on weekends, holidays, or after the end of the operating day (time) of the bank and the nonbank institution but no later than the next business day. The above requirement shall apply to banks' transactions with investment metals.

24. The bank and nonbank institution conduct currency exchange transactions and investment metals transactions in the (equivalent of the) amount that exceeds a small-value threshold in compliance with the AML/CFT laws of Ukraine.

25. The bank and the nonbank institution reverse a currency exchange transaction within 15 minutes of completion of such transaction in case the client decides to cancel such transaction, provided the client has the first copy of the receipt/EFD payment document.

26. The bank and the nonbank institution shall buy from/sell to an individual a foreign currency balance that is less than the nominal value of the minimum banknote of this foreign currency in circulation for hryvnias at the exchange rate established by the authorized institution at the time of the transaction.

#### IV. Procedure for the Settlements in Currency Transactions

27. All Ukrainian-based settlements shall be made in hryvnias except settlements in:

- (1) transactions specified in Article 5, part 2 of the Law
- (2) transactions conducted by international financial organizations or in favor thereof if Ukraine is a member of such international financial organization
- (3) transactions in cases envisaged by international agreements of Ukraine

Settlements in transactions specified in Section IV, paragraph 27, subparagraphs 1–3 of this Regulation may be conducted in foreign currency, in hryvnias, and in investment metals.

28. In settlements between residents and nonresidents in current trading transactions and transactions related to the movement of capital [except for foreign investment transactions and transactions to return to a foreign investor the profits, income (including dividends), and other funds obtained legally as a result of foreign investment], foreign currency and the hryvnia are used as a means of payment.

29. Settlements in investment transactions and transactions to return to foreign investors the profits, income (including dividends), and other funds obtained as a result of foreign investment are conducted in hryvnias and/or foreign currency of Group 1 and Group 2 of the Classifier of Foreign Currencies and Investment Metals approved by NBU Board Resolution No. 34 dated 4 February 1998 (as amended by the NBU Board Resolution No. 269 dated 19 April 2016, as amended).

30. Nonresidents can make settlements in foreign currency and/or hryvnias in transactions with other nonresidents using their own accounts opened in Ukraine, as well as carry out transfers between their own accounts.

31. Settlements and transfers in currency transactions specified in Section IV, paragraphs 27–30 of this Regulation shall be conducted exclusively through banks.

32. It is prohibited in Ukraine to:

(1) make settlements in currency transactions with foreign currency cash and investment metals as a means of payment (except when paying interest on deposits or loans in foreign currency or investment metals)

(2) use foreign currency cash and investment metals as collateral (with the exception of transactions to pledge property rights to funds in foreign currency and/or investment metals that are in accounts with banks).

#### V. Procedure for the Transactions to Transfer Foreign Currency

33. To make foreign currency transfers, bank clients shall submit a foreign currency payment instruction with payment details that are stipulated in the Regulation on the Procedure for Fulfillment by Banks of Documents for the Transfer, Forced Writing-off, and Seizure of Funds in Foreign Currencies and Investment Metals as approved by NBU Board Resolution No. 216 dated 28 July 2008 and registered by the Ministry of Justice of Ukraine as No. 910/15601 (as amended) on 1 October 2008.

It is forbidden to conduct foreign currency transfers without opening an account in Ukraine for their disbursement in cash without crediting them to the current account of an individual in foreign currency.

34. To transfer foreign currency from Ukraine in current nontrading transactions, individuals shall:

(1) submit to a bank or a nonbank institution a payment instruction or order to transfer cash or a document of the relevant payment system to make a foreign currency transfer (the original copy thereof)

(2) present a passport or other identification to the bank or nonbank institution (except in cases where the individual submits documents to make a transfer through remote-service systems).

35. Individuals do not have to use a current account when making a foreign currency transfer from Ukraine in current nontrading transactions unless the amount of such transfer within one operating (business) day exceeds the (equivalent of the) small-value threshold.

The transfer of an amount that exceeds the (equivalent of the) small-value threshold is made from the current account of an individual.

36. In order to receive a foreign currency transfer, individuals that are clients shall:

- (1) submit to the bank or the nonbank institution a cash withdrawal order or a transfer receipt document established by the relevant payment system
- (2) present a passport or other identification to the bank or the nonbank institution.

37. A foreign currency transfer from abroad may be paid out in hryvnias at the request of the client that is an individual (based on his/her order). If the payment transfer was made in hryvnias, the bank or the nonbank institution shall convert the foreign currency into hryvnias at the bank's exchange rate that is valid at the time of the transaction.

A transfer initiated by a payer outside of Ukraine in a foreign currency through an international payment system may, on behalf of the payer, be paid out to an individual/credited to the current account of the recipient (an individual, a legal entity, or a sole proprietor) in the domestic currency (subject to the consent of the payer to the exchange rate of conversion of currencies in the international payment system).

A foreign currency transfer from Ukraine initiated by a payer as part of an exchange of transfers between the national operator of postal services and its foreign counterparties (postal operators who are members of the Universal Postal Union or counterparties with whom a transfer exchange agreement has been signed) may be paid out by the national operator of postal services to an individual in the domestic currency at the exchange rate applicable on the day of registration of such transfer in the automated system of the national operator of postal services.

38. A foreign currency transfer from Ukraine by an individual may be initiated in the domestic currency through a bank or a nonbank institution that is a member of the international payment system.

The bank or a nonbank institution that accepts from the payer/writes off of its current account the amount of funds in the domestic currency in cash/noncash form for the purpose of transferring foreign currency from Ukraine shall communicate to the payer the information on the exchange rate for currency conversion in the international payment system and the aggregate cost of the service at the time of initiating the transfer of funds.

39. A foreign currency transfer from Ukraine by an individual may be initiated in the domestic currency through the national operator of postal services that is a member of the Universal Postal Union.

The national operator of postal services that receives the amount of funds from the payer in domestic currency in cash/noncash form for the transfer of foreign currency from Ukraine as part of the exchange of transfers between the national operator of postal services and its foreign counterparties (postal operators that are members of the Universal Postal Union or contractors with which a transfer agreement has been concluded) shall inform the payer of the terms and conditions for such transfer (with information on the exchange rates and the total cost of service at the time of initiating the transfer of funds).

40. A foreign currency that is transferred from abroad in favor of an individual for cash disbursement without opening an account may be paid to the recipient in one operating day (business day) in the (equivalent of the) amount that does not exceed the small-value threshold.

The bank will transfer to the current account in foreign currency the full amount of the recipient's transfer (transfers) if the amount of transfer (transfers) received in one operating (business) day exceeds in the equivalent the small-value threshold.

41. When making or disbursing foreign currency transfers, banks are prohibited from receiving/handing out banknotes and coins issued by the Central Bank of the Russian Federation that contain images of maps, symbols, buildings, monuments, archeological or historical artefacts, landscapes, and any other objects located in Ukrainian administrative territorial units occupied by the Russian Federation and/or that bear texts related to the occupation of Ukraine's territories by the Russian Federation.

#### VI. Procedure for the Settlements in Currency Transactions Using Foreign Currency Cash

42. Resident legal entities and sole proprietors (hereinafter – resident legal entities) and representative offices of nonresident legal entities have the right to make settlements to cover the costs of travel abroad for employees, as well as settlements to cover representation expenses for organizing official events abroad using foreign currency cash withdrawn from their foreign currency current accounts for these purposes.

43. Resident legal entities and representative offices of nonresident legal entities that own/rent vehicles have the right to use foreign currency cash from current accounts to make settlements to cover operating costs related to servicing of vehicles abroad.

44. Maritime agents have the right to make settlements in cash in foreign currency or settlements using foreign traveler's checks to cover operating expenses related to vessel maintenance and crew salaries, and to cover expenses related to the repatriation of sailors from a vessel being in the port of Ukraine, and in other cases as determined by law, using for this purpose foreign currency from own current accounts.

The bank shall issue from the current account to the maritime agent foreign currency cash and/or foreign currency traveler's checks in case of an advance payment in foreign currency from a nonresident (ship owner or other principal) to his/her current account for the performance of his/her agency services and on the basis of an order for cash withdrawal (order to purchase traveler's checks in any form), an order to the authorized representative to receive foreign currency (traveler's checks) at the bank's cash desk, and a settlement letter that shall contain the following data:

- (1) the purpose and amount of the foreign currency withdrawal
- (2) the name of the vessel of the nonresident shipowner
- (3) the full name of the captain of the shipowner's vessel.

The bank shall credit foreign currency cash to a foreign currency current account of the maritime agent (through a distribution account) in case it has been received at the cash desk of the maritime agent as payment for agency services (as confirmed by a cash receipt and a copy of a customs declaration). The bank shall retain a copy of the customs declaration with the mark of the maritime agent about the accepted amount of foreign currency cash.

45. The representative office of the International Organization for Migration has the right to make settlements in foreign currency cash received from its own current account for the conduct of its statutory activities, including settlements to cover expenses related to ensuring the departure of migrants to their homeland, on the basis of orders for cash withdrawal, an instruction to an authorized representative to receive foreign currency at the bank's cash desk, and a settlement letter.

46. Representative offices of nonresident legal entities through which no economic activity is carried out have the right to make settlements in foreign currency cash from a current account to make payments to resident individuals who have entered into an agreement (contract) with a nonresident legal entity for their employment outside of Ukraine to cover expenses related to travel through the territory of a foreign state on the basis of an order for payouts, an order to the authorized representative to receive foreign currency at the bank's cash desk, and a settlement letter.

47. Nonresident individuals and authorized representatives of nonresident legal entities that are business entities have the right to make settlements both in hryvnias and in foreign currency at customs offices as a means of payment in case of:

- (1) payment of customs duties, other taxes and duties (mandatory payments), and financial sanctions under customs laws of Ukraine
- (2) payment of consular fees for opening visas for entry to Ukraine

(3) payment for compulsory medical insurance and civil liability insurance for land vehicle owners

(4) payment for goods and services in the area exempt from customs duties and taxes.

48. Resident individuals have the right to make settlements in both hryvnias and foreign currency at customs offices in case of:

(1) payment of duties and other taxes and duties (mandatory payments) and financial sanctions under customs laws of Ukraine

(2) payment for goods and services in the area exempt from customs duties and taxes.

49. Business entities that own duty-free stores and buyers that attend such stores have the right to make settlements in cash in both hryvnias and foreign currency to pay for goods in duty-free stores.

50. Individuals, as well as resident legal entities and representative offices of nonresident legal entities, have the right to make settlements in both hryvnias and foreign currency cash in the territory of Ukraine when paying diplomatic missions and consular establishments of foreign countries for entry to these countries by individuals traveling on private business and on business trips.

51. Authorized representatives of nonresident legal entities that are business entities have the right to make settlements in both hryvnias and foreign currency cash in the territories of ports and airports of Ukraine when paying for fuel, lubricants, foodstuffs, medications, and servicing of vehicles (planes, ships, ferries) and their passengers and crew members if the foreign vehicles carry out one-off (nonscheduled) flights or if these vehicles make emergency landings in Ukrainian airports or seaports for weather-related or technical reasons.

52. Diplomatic missions, consular offices of foreign countries in Ukraine, and representative offices of international organizations in Ukraine have the right to make payments in foreign currency cash received from their current accounts to pay salaries (including surcharges, allowances, bonuses, and other fringe benefits) to their employees if the latter are not citizens of Ukraine or do not permanently reside in Ukraine and are accredited by the Ministry of Foreign Affairs of Ukraine.

53. Conversion of the cost of goods (services) from one foreign currency to another shall be made in cases stipulated in Section VI, paragraphs 47–51 of this Regulation, based on the official exchange rate of the hryvnia against foreign currencies established by the NBU on the day of payment.

Director  
Open Market Operations Department

Serhii PONOMARENKO

APPROVED  
Deputy Governor  
National Bank of Ukraine  
\_\_\_\_\_ Oleg CHURIY  
(signature)

Dated: \_\_\_\_\_, 2018  
(date)



Annex 1  
to Regulation on the Conduct of  
Transactions With Currency Valuables  
(Section III, paragraph 13)

Copy No. \_\_\_\_\_

\_\_\_\_\_  
(name and location of bank unit)

Receipt No.  
of a currency exchange transaction/  
investment metals trade transaction  
with physical delivery  
(underline as appropriate)

Date and time of transaction \_\_\_\_\_

Name of \_\_\_\_\_  
transaction (purchase, sale, exchange of foreign currency/investment metal)

Item No.	Amount received		Exchange rate, cross rate	Amount due	
	name of currency/ investment metal	amount/ weight		name of currency/ investment metal	amount/ weight
1	2	3	4	5	6

Commission \_\_\_\_\_.

Client \_\_\_\_\_.  
[full name of individual]

Additional \_\_\_\_\_ payment \_\_\_\_\_ details

(payment details necessary to conduct transactions)

\_\_\_\_\_  
(signature of client)

I hereby agree to conduct currency exchange transactions without issuing the first copy (signature of client) of the receipt \_\_\_\_\_.

(signature of client)

Apply stamp here

\_\_\_\_\_  
(signature of responsible employee of the bank)

Instructions on filling out a receipt of currency exchange transaction/investment metals trade transaction with physical delivery

1. The weight of the investment metal is indicated in troy ounces and grams and rounded to the third decimal place.
2. The payment details “client,” “additional information,” and “signature of client” are provided when the amount of transaction is equal to or greater than the equivalent of the amount that is subject to mandatory financial monitoring in accordance with with legislation in the field of prevention of and counteraction to the legalization (laundering) of proceeds from crime, financing of terrorism and financing of the proliferation of weapons of mass destruction.
3. The client provides his/her consent to the conduct of the currency exchange transaction without issuing the first copy of the receipt if the transaction is made without issuing the first copy of the receipt.
4. The payment details item “signature of responsible employee of the bank” for an electronic document must contain a qualified electronic signature of the bank’s employee.
5. The payment details item “apply stamp here” is not provided in the second copy of the receipt, which is issued by the bank in electronic form.

Annex 2  
to Regulation on the Conduct of Transactions  
With Currency Valuables  
(Section III, paragraph 21)

\_\_\_\_\_

(name and location

of bank, nonbank financial institution,  
and operator of postal services)

Register  
of purchased and/or sold foreign currency cash

\_\_\_\_\_ 20\_\_

Item No	Time of transaction	Name and code of foreign currency	Amount of foreign currency	Exchange rate	Amount UAH	Number of issued cash document	Type of transaction (0 – purchase, 1 – sale)	Transaction reversal mark
1	2	3	4	5	6	7	8	9
	Total							

Totals sales/purchases of currency \_\_\_\_\_ : \_\_\_\_\_  
(currency code) (amount of purchase/sale of foreign currency, in words )

Cashier \_\_\_\_\_  
(signature)

How to fill out the register of purchased and/or sold foreign currency cash

1. The payment details item “cashier” for an electronic document must contain a qualified electronic signature of the cashier.

Annex 3  
to Regulation on the Conduct of Transactions With  
Currency Valuables  
(Section III, paragraph 22)

\_\_\_\_\_

(name and location of the nonbank  
financial institution,  
operator of postal services,  
their standalone units, exchange  
office of the nonbank financial institutions or the operator of postal services)

Accounting statement on daily cash flow and valuables balance  
dated \_\_\_\_ \_\_\_\_\_ 20\_\_

Item No .	Currency code	Start-of- day cash balance	Currency received		Foreign currency purchased	Foreign currency sold	Currency issued		Current/end-of- day cash balance
			Start-of-day advance	Additional amount during business day			at end of business day	during business day	
1	2	3	4	5	6	7	8	9	10

Cashier \_\_\_\_\_  
(signature)

How to fill out the accounting statement on daily cash flow and balance of valuables

1. The payment details item “cashier” for an electronic document must contain a qualified electronic signature of the cashier.