

## SIB establishes a new procedure for the **submission of documents**

Through Circular SB.SG. No. 00101/2026, dated July 1, 2026, the Superintendency of Banks ("SIB") established a new procedure for the submission and processing of documents through its filing desk, applicable to banks, finance companies, exchange houses, electronic payment service providers, credit bureaus, general warehouses, the Development Finance Agency (AFD), and trust companies (the "Circular"). This new submission procedure will become effective on August 1, 2026.

The Circular provides that documents submitted by the above mentioned entities must bear a qualified electronic signature issued by a trust service provider authorized by the Ministry of Industry and Commerce (MIC) and must be submitted in PDF format to the SIB's official filing desk email address. In addition, the Circular establishes general guidelines governing the submission of documentation.

The Circular also sets out the procedure for the receipt and registration of submitted documents, allowing the SIB, where appropriate, to require the physical submission of certain documents. Where no physical submission is required, receipt of the filing will be confirmed by email through the assignment of a filing number.

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