

**SARASIN INVESTMENT FUNDS LIMITED**  
**SARASIN CHARITY AUTHORISED INVESTMENT**  
**FUNDS APPLICATION FORM**

**SARASIN**

**Sarasin Climate Active Endowments Fund** A sub-fund of Sarasin Charity Authorised Investment Funds,  
**Sarasin Endowments Fund** A sub-fund of Sarasin Charity Authorised Investment Funds,  
**Sarasin Income & Reserves Fund** A sub-fund of Sarasin Charity Authorised Investment Funds,  
**Sarasin Growth Fund** A sub-fund of Sarasin Charity Authorised Investment Funds.

Please return this form to: **Sarasin Investment Funds, Sunderland, SR43 4AX** (authorised and regulated by the Financial Conduct Authority) Tel: +44 (0) 333 300 0373 (Dealing line), Fax: +44 (0)20 7643 3910. **Please use BLOCK CAPITALS.**

**APPLICATION FORM**

I/We\* hereby apply for units in the Fund ("Units") at the price ruling on the Valuation Date relating to this application and for our name(s) / the name(s) of our nominee(s) to be entered on the register upon and subject to the terms and conditions set out in (i) the Trust Deed constituting the Fund and (ii) the Prospectus relating to the Fund.

|  | TYPE OF UNIT         |                      | AMOUNT               | AMOUNT               |
|--|----------------------|----------------------|----------------------|----------------------|
|  | A Dist.              | A Accm.              | Cash                 | Units                |
| Sarasin Climate Active Endowments Fund | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Sarasin Endowments Fund                | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Sarasin Income & Reserves Fund         | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Sarasin Growth Fund                    | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**CHARITY PARTICULARS**

**Full name of charity<sup>1</sup>:** \_\_\_\_\_

**Constitution of charity**

Please tick the appropriate box below to indicate how the charity is set up:

- |   |   |
|---|---|
| <input type="checkbox"/> By Trust Deed by Individual Trustees                             | <input type="checkbox"/> Limited Company                                  |
| <input type="checkbox"/> Unincorporated Association<br>(normally run by elected officers) | <input type="checkbox"/> Other (e.g. Act of Parliament) - please specify: |

**Charity registration number<sup>2</sup>**

The charity is registered with the Charity Commission for England and Wales, the Charity Commission for Northern Ireland or the Office of Scottish Charity Regulator: \_\_\_\_\_

And/or it is recognised as a charity by HM Revenue & Customs (Charities) under reference number: \_\_\_\_\_

Registered address of charity: \_\_\_\_\_

Daytime telephone number: \_\_\_\_\_

<sup>1</sup> Please state the official name of the Charity, as recorded by The Charity Commission for England and Wales, the Charity Commission for Northern Ireland, the Office of the Scottish Charity Regulator (OSCR), HM Revenue & Customs or as detailed on the Charity Trust Deed or documentation establishing the charitable status of the organisation.

<sup>2</sup> Please confirm the registration status of the Charity or if it is exempt or exempted from registration.

To confirm the charitable status of the organisation, please supply us with either the charity registration number or HM Revenue & Customs reference number issued by the Charity Title Section, HM Revenue & Customs (Charities), St John's House, Bootle, Merseyside.

## REGISTRATION DETAILS

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Please note that the holding will be registered in the name of the Charity as detailed in the Charity particulars section. However, if you would like to include a designation please state below:

Account designation: (Max. 11 characters) \_\_\_\_\_

The section below is only to be completed if the investment is to be registered in a third party nominee name. Please ensure the application form is signed by at least two authorised nominee company signatories.

Name of nominee company: \_\_\_\_\_

Correspondence address: \_\_\_\_\_

## PAYMENT DETAILS

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**Please note all subscription monies should be paid to the following bank account:**

**Bank:** Royal Bank of Scotland

**Bank branch:** London Corp Service Centre

**Sort Code:** 16-04-00

**Account Number:** 20018870

**Account Name:** Sarasin Investment Funds Ltd Sterling Client Money Account

**Please quote the Charity Name as reference.**

**If you are sending subscription monies via bank transfer, please provide details of the bank account from which the monies will be transferred.**

Bank/Building Society:

Branch Sort Code:

City:

Country:

Swift Code:

Account Number:

Bank/Building Society Account Number:

## INCOME

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**If you wish to receive income from your investment, please complete this section.**

(This section is applicable to the purchase of Distribution units only)

Bank/Building Society:

Bank/Building Society Account Number:

Address:

Country:

Branch Sort Code:

Swift Code:

Account Name:

Building Society Roll Number:

**Please note that if no payment details are provided, income will be reinvested to buy additional units.**

# DECLARATION INDEMNITY AND SIGNATORIES

## Indemnity declaration and signatories

Please also complete the names and addresses of all those signing on behalf of the Charity. An incorporated Charity should sign under seal if applicable. For additional signatories, please include details on a separate sheet of paper. Please note that only Charities established under the laws of England and Wales and Charities based in Scotland and Northern Ireland are permitted to invest in these Funds.

I/we hereby warrant that:

1. The units to which this application relates are and will at all times be held on behalf of the Charity:-
  - a. the income of which is applied for charitable purpose only
  - b. (i) the charity is registered with the Charity Commission for England and Wales and/or is registered with HM Revenue & Customs under the Charity and/or HM Revenue & Customs Number as stated within the Charity Particulars section of this application form; and/or  
(ii) the charity is registered with The Office of the Scottish Charity Regulator, or the Charity Commission for Northern Ireland.
  - c. its managers are fit and proper persons to be managers of the Charity
2. The Charity is not precluded from participating in Common Investment Schemes.
3. We have read and understood the contents of the Fund's Prospectus. (A copy is available on request.)
4. The Charity is eligible to invest in the Sarasin Charity Authorised Investment Funds ('the Funds') set out within the Prospectus. The Charity hereby indemnifies each of the Trustee and Manager of the Funds against any liabilities and/or costs arising out of the Charity ultimately being found to be ineligible.
5. The persons signing below are duly authorised to sign on behalf of the Charity; and
6. We will inform Sarasin Investment Funds Ltd. immediately should the Charity cease to qualify for 1) or 2) and 3) above, at which time disinvestment from the Funds will be required.

This warranty shall be deemed to be repeated in respect of each additional contribution to the Funds. We will also notify Sarasin Investment Funds Ltd. in writing of any new specimen signature and his/her capacity should be supplied.

- Please ensure the application form is signed by at least two authorised signatories that are authorised to sign on behalf of the Charity.
- Please print the above signatories FULL NAMES for our records.
- Please ensure the address of the signatories to which we may write is printed in full.
- The power of attorney or other authority (if any) under which this form is signed, or a copy of such power or authority certified in accordance with the Powers of Attorney Act 1971, must be enclosed with this form.

### 1. FIRST AUTHORISED SIGNATORY

Signature:

Date:

Capacity/Role:

Full Name:

Address:

### 2. SECOND AUTHORISED SIGNATORY

Signature:

Date:

Capacity/Role:

Full Name:

Address:

### 3. THIRD AUTHORISED SIGNATORY

Signature:

Date:

Capacity/Role:

Full Name:

Address:

### 4. FOURTH AUTHORISED SIGNATORY

Signature:

Date:

Capacity/Role:

Full Name:

Address:

## DATA PROTECTION

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Information needed to carry out our agreement with you. Your personal details will be held by us in accordance with current data protection law for the purposes of carrying out our agreement with you. You hereby consent that this may include the transfer of such data (i) to other members of the Sarasin group and (ii) to other businesses (including their offices outside the European Union) where the transfer is necessary for the provision of services in relation to any of the Sarasin group's investment products or services.

If you wish to exercise your rights to receive a copy of the information that we hold about you please write to us at: Sarasin Investment Funds Limited, Sunderland SR43 4AX.

## VERIFICATION OPTIONS

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You are required to provide the following documentation attached to this application.

Charity identification

1. Please provide a copy of the Charities constitution document, if a Trust Deed, supply all supplementary Trusts

Deeds; **AND**

2. Provide the Charity Commission register details of:

- The Charity registration number
- Charity's objectives
- Names of the trustees which must be signed by one of the instructing trustees
- An authorised signature list
- A copy of the latest reports and accounts
- Personal documentation for the Company Secretary (if the charity is incorporated) or the instructing trustees (if the charity is unincorporated)

3. Provide a written confirmation of the signatories' authority to act on behalf of the Charity (if not already stated in the constitutional document provided)



# ENTITY AND CONTROLLING PERSONS TAX RESIDENCY SELF-CERTIFICATION FORM INSTRUCTIONS

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**Please read these instructions before completing the form.**

Regulations based on the OECD Common Reporting Standard (“CRS”) require us to collect and report certain information about an account holder’s tax residency. If your tax residence (or the account holder, if you are completing the form on their behalf) is located in a country that is signed up to the CRS, we may be legally obliged to pass on the information in this form and other financial information with respect to your financial accounts to our local tax authority.

You can find definitions of who is classified as an account holder, and other terms, in the Appendix.

This form will remain valid unless there is a change in circumstances relating to the account holder’s tax status or other mandatory fields included on this form.

This form is intended to request information only where such request is not prohibited by local law. You can find definitions of who is classified as an account holder, and other terms, in the appendix.

This form will remain valid unless there is a change in circumstances related to the account holder’s tax status or other mandatory fields included on this form.

**Please complete this form where you need to self-certify on behalf of an entity account holder.**

If you are an individual account holder or sole trader or sole proprietor do not complete this form. Instead please complete an “Individual tax residency self-certification form”.

For joint or multiple account holders please complete a separate form for each account holder.

If the Account Holder is a “US Person” under US Internal Revenue Service (“IRS”) regulations, an IRS Form W-9 may also need to be completed.

**Where the Account Holder is a Passive NFE, or an Investment Entity located in a Non-Participating Jurisdiction managed by another Financial Institution**

Please provide information on the natural person(s) who exercise control over the Account Holder (individuals referred to as “Controlling Person(s)”) by completing a “Controlling Person tax residency self-certification form” for each Controlling Person. This information should be provided by all Investment Entities located in a Non-Participating Jurisdiction managed by another Financial Institution even if they also fall into a category of “Non-Reporting Financial Institution.

**If you are completing the form on the Account Holder’s or controlling persons behalf**

Then you should indicate the capacity in which you have signed in Part 4. For example you may be the custodian or nominee of an account on behalf of the account holder, or you may be completing the form under a signatory authority or power of attorney. (please note the appendix pages do not need to be returned)

As a financial institution, we are not allowed to give tax advice.

If you have any questions about this form, these instructions, or defining your tax residency status, please speak to your tax adviser or local tax authority. You can also find out more, including a list of jurisdictions that have signed agreements to automatically exchange information along with details about the information being requested from the OECD automatic exchange of information.

# ENTITY TAX RESIDENCY SELF-CERTIFICATION FORM

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(please complete parts 1-4 in BLOCK CAPITALS)

## Part 1 - Identification of Account Holder

A. Legal Name of Entity/Branch\*: \_\_\_\_\_

B. Country of incorporation or organisation: \_\_\_\_\_

C. Current Residence Address:

Line 1 (e.g. House/Apt/Suite Name, Number, Street): \_\_\_\_\_

Line 2 (e.g. Town/City/Province/County/State)\*: \_\_\_\_\_

Country\*: \_\_\_\_\_

Postal Code/ZIP Code: \_\_\_\_\_

D. Mailing Address: (please only complete if different to the address shown in Section C above)

Line 1 (e.g. House/Apt/Suite Name, Number, Street): \_\_\_\_\_

Line 2 (e.g. Town/City/Province/County/State): \_\_\_\_\_

Country: \_\_\_\_\_

Postal Code/ZIP Code: \_\_\_\_\_

## Part 2 - Entity Type (Please provide the Account Holder's Status by ticking one of the following boxes)

(a) Financial Institution - Investment Entity

i. An Investment Entity located in a Non-Participating Jurisdiction and managed by another Financial Institution (Note: if ticking this box please also complete Part 2(2) below)

ii. Other Investment Entity

(b) Financial Institution

Depository Institution, Custodial Institution or Specified Insurance Company

If you have ticked (a) or (b) above, please provide, if held, the Account Holders Global Intermediary Identification Number ("GUN") obtained for FATCA purposes.

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(c) Financial Institution

Non-Reporting. Please specify the category of Non-Reporting Financial Institution

- i. Governmental Entity
- ii. International organisation
- iii. Central Bank
- iv. Broad Participation Retirement Fund
- v. Narrow Participation Retirement Fund
- vi. Pension Fund of (i) - (iii) above
- vii. Exempt Collective Investment Vehicle
- viii. Trustee-Documented Trust
- ix. Qualified Credit Card Issuer
- x. Other (only tick if the entity type is contained within your local jurisdiction legislation where you are resident)

Describe: \_\_\_\_\_

(d) Active NFE

- A corporation the stock of which is regularly traded on an established securities market or a corporation which is a related entity of such a corporation

If you have ticked (d), please provide the name of the established securities market on which the corporation is regularly traded:

\_\_\_\_\_

If you are a Related Entity of a regularly traded corporation, please provide the name of the regularly traded corporation that the Entity in (d) is a Related Entity:

- (e) Active NFE - a Government Entity
- (f) Active NFE - an International Organisation
- (g) Active NFE - other than (d)-(f) (for example a start-up NFE n a non-profit NFE)
- (h) Passive NFE (Note: if ticking this box please also complete Part 2(2) below)

2. If you have ticked 1 (a) (i) or 1 (h) above, then please:

- a. Indicate the name of any Controlling Person(s) of the Account Holder:

\_\_\_\_\_

- b. Complete "Controlling Person tax residency self-certification form" for each Controlling Person.\*

Note: If there are no natural person(s) who exercise control of the Entity then the Controlling Person will be the natural person(s) who hold the position of senior managing official. (See definition of Controlling Person in Appendix)

**Part 3 - Country of Residence for Tax Purposes and related Taxpayer Identification Number or functional equivalent\* ("TIN") (see Appendix)**

Please complete the following table indicating (i) where the Account Holder is tax resident (I.e. where they are liable to pay tax) and (ii) the Account Holder's TIN for each country indicated.

If the Account Holder is tax resident in more than three countries please use a separate sheet.

If a TIN is unavailable please provide the appropriate reason A, B or C where indicated below:

Reason A - The country where the Account Holder is liable to pay tax does not issue TINs to its residents.

Reason B - The Account Holder is otherwise unable to obtain a TIN or equivalent number (Please explain why you are unable to obtain a TIN in the below table if you have selected this reason).

Reason C - No TIN is required. (Note. Only select this reason if the authorities of the country of tax residence entered below do not require the TIN to be disclosed).

|   | Country of tax residence | TIN                  | If no TIN available enter Reason A, B or C |
|---|--------------------------|----------------------|--|
| 1 | <input type="text"/>     | <input type="text"/> | <input type="text"/>                       |
| 2 | <input type="text"/>     | <input type="text"/> | <input type="text"/>                       |
| 3 | <input type="text"/>     | <input type="text"/> | <input type="text"/>                       |

Please explain in the following boxes why you are unable to obtain a TIN if you selected Reason B above.

|                      |
|----------------------|
| <input type="text"/> |
| <input type="text"/> |

**Part 4 - Declarations and Signature**

I acknowledge that the information contained in this form and information regarding the Account Holder may be reported to the tax authorities of the country in which this account(s) is/are maintained and exchanged with tax authorities of another country or countries in which the Account Holder may be tax resident where those countries (or tax authorities in those countries) have entered into Agreements to exchange financial account information.

I certify that I am the Account Holder (or am authorised to sign for the Account Holder) of all the account(s) to which this form relates.

I declare that all statements made in this declaration are, to the best of my knowledge and belief, correct and complete.

I undertake to advise within 90 days of any change in circumstances which affects the tax residency status of the individual identified in Part 1 of this form or causes the information contained herein to become incorrect, and to provide a suitably updated self-certification and Declaration within 90 days of such change in circumstances.

Print name\*: \_\_\_\_\_

Signature\*: \_\_\_\_\_ Date\*: \_\_\_\_\_

Note: If you are not the Account Holder please indicate the capacity in which you are signing the form. If signing under a power of attorney please also attach a certified copy of the power of attorney.

Capacity: \_\_\_\_\_



# **CONTROLLING PERSON TAX RESIDENCY SELF-CERTIFICATION FORM**

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(please complete parts 1-3 in BLOCK CAPITALS)

## **Part 1 - Identification of Account Holder**

A. Name of Account Holder:

Family Name or Surname(s)\*: \_\_\_\_\_

Title: \_\_\_\_\_ First or Given Name\*: \_\_\_\_\_

Middle Name(s): \_\_\_\_\_

B. Current Residence Address: \_\_\_\_\_

Line 1 (e.g. House/Apt/Suite Name, Number, Street): \_\_\_\_\_

Line 2 (e.g. Town/City/Province/County/State)\*: \_\_\_\_\_

Country\*: \_\_\_\_\_ Postal Code/ZIP Code: \_\_\_\_\_

C. Mailing Address: (please only complete if different to the address shown in Section B)

Line 1 (e.g. House/Apt/Suite Name, Number, Street): \_\_\_\_\_

Line 2 (e.g. Town/City/Province/County/State): \_\_\_\_\_

Country: \_\_\_\_\_ Postal Code/ZIP Code: \_\_\_\_\_

D. Date of Birth\* (dd/mm/yyyy): \_\_\_\_\_

E. Place of Birth

Town or City of Birth\*: \_\_\_\_\_

Country of Birth\*: \_\_\_\_\_

F. Please enter the legal name of the entity or entities of which you are a Controlling Person

Legal name of Entity 1: \_\_\_\_\_

Legal name of Entity 2: \_\_\_\_\_

Legal name of Entity 3: \_\_\_\_\_

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**Part 2 - Country of Residence for Tax Purposes and related Taxpayer Identification Number or functional equivalent\* ("TIN") (see Appendix)**

Please complete the following table indicating: (i) where the Controlling Person is tax resident (i.e. where they are liable to pay tax); (ii) the Controlling Person's TIN for each country indicated; and, (iii) where the Controlling Person is a tax resident in a country that is a Reportable Jurisdiction(s) then please also complete Part 3 "Type of Controlling Person".

(You can also find out more about whether a country is a Reportable Jurisdiction from the OECD automatic exchange of information.)

If the Controlling Person is tax resident in more than three countries please use a separate sheet.

If a TIN is unavailable please provide the appropriate reason A, B or C where indicated below:

Reason A - The country where the Account Holder is liable to pay tax does not issue TINs to its residents.

Reason B - The Account Holder is otherwise unable to obtain a TIN or equivalent number (Please explain why you are unable to obtain a TIN in the below table if you have selected this reason).

Reason C - No TIN is required. (Note. Only select this reason if the authorities of the country of tax residence entered below do not require the TIN to be disclosed).

|   | Country of tax residence | TIN                  | If no TIN available enter Reason A, B or C |
|---|--------------------------|----------------------|--|
| 1 | <input type="text"/>     | <input type="text"/> | <input type="text"/>                       |
| 2 | <input type="text"/>     | <input type="text"/> | <input type="text"/>                       |
| 3 | <input type="text"/>     | <input type="text"/> | <input type="text"/>                       |

Please explain in the following boxes why you are unable to obtain a TIN if you selected Reason B above.

**Part 3 - Type of Controlling Person**

(Please only complete this section if you are tax resident in one or more Reportable Jurisdictions)

Please provide the Controlling Person's Status by ticking the appropriate box.

|   | Entity 1                 | Entity 2                 | Entity 3                 |
|---|--------------------------|--------------------------|--------------------------|
| a. Controlling Person of a legal person - control by ownership                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Controlling Person of a legal person - control by other means                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Controlling Person of a legal person - senior managing official                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Controlling Person of a trust - settlor  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Controlling Person of a trust - trustee  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Controlling Person of a trust - protector                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Controlling Person of a trust - beneficiary                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Controlling Person of a trust - other  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| i. Controlling Person of a legal arrangement (non-trust) - settlor-equivalent     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| j. Controlling Person of a legal arrangement (non-trust) - trustee-equivalent     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| k. Controlling Person of a legal arrangement (non-trust) - protector-equivalent   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| l. Controlling Person of a legal arrangement (non-trust) - beneficiary-equivalent | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| m. Controlling Person of a legal arrangement (non-trust) - other-equivalent       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**Part 4 - Declarations and Signature**

I acknowledge that the information contained in this form and information regarding the Account Holder may be reported to the tax authorities of the country in which this account(s) is/are maintained and exchanged with tax authorities of another country or countries in which the Account Holder may be tax resident where those countries (or tax authorities in those countries) have entered into Agreements to exchange financial account information.

I certify that I am the Account Holder (or am authorised to sign for the Account Holder) of all the account(s) to which this form relates.

I declare that all statements made in this declaration are, to the best of my knowledge and belief, correct and complete.

I undertake to advise within 90 days of any change in circumstances which affects the tax residency status of the individual identified in Part 1 of this form or causes the information contained herein to become incorrect, and to provide a suitably updated self-certification and Declaration within 90 days of such change in circumstances.

Print name\*: \_\_\_\_\_

Signature\*: \_\_\_\_\_ Date\*: \_\_\_\_\_

Note: If you are not the Account Holder please indicate the capacity in which you are signing the form. If signing under a power of attorney please also attach a certified copy of the power of attorney.

Capacity: \_\_\_\_\_

## APPENDIX - DEFINITIONS

Note: These are selected definitions provided to assist you with the completion of this form. Further details can be found within the OECD “Common Reporting Standard for Automatic Exchange of Financial Account Information” (the “CRS”) and the associated “Commentary” to the CRS. If you have any questions about these definitions or require further detail then please contact your tax adviser or local tax authority.

**“Financial Account”** A Financial Account is an account maintained by a Financial Institution and includes: Depository Accounts; Custodial Accounts; Equity and debt interest in certain Investment Entities; Cash Value Insurance Contracts; and Annuity Contracts.

**“Entity”** The term “Entity” means a legal person or a legal arrangement, such as a corporation, organisation, partnership, trust or foundation. This term covers any person other than an individual (i.e. a natural person).

**“Related Entity”** An Entity is a “Related Entity” of another Entity if either Entity controls the other Entity, or the two Entities are under common control. For this purpose control includes direct or indirect ownership of more than 50% of the vote and value in an Entity.

**“Account Holder”** The “Account Holder” is the person listed or identified as the holder of a Financial Account by the Financial Institution that maintains the account. This is regardless of whether such person is a flow-through Entity. Thus, for example, if a trust or an estate is listed as the holder or owner of a Financial Account, the trust or estate is the Account Holder, rather than its owners or beneficiaries. Similarly, if a partnership is listed as the holder or owner of a Financial Account, the partnership is the Account Holder, rather than the partners in the partnership.

A person holding a Financial Account for the benefit of another person as an agent, a custodian, a nominee, a signatory, an investment advisor, an intermediary, or as a legal guardian, is not treated as the Account Holder. In these circumstances that other person is the Account Holder. For example in the case of a parent/child relationship where the parent is acting as a legal guardian, the child is regarded as the Account Holder. With respect to a jointly held account, each joint holder is treated as an Account Holder.

**“Reportable Person”** A Reportable Person is an individual (or entity) that is tax resident in a Reportable Jurisdiction under the laws of that jurisdiction. The Account Holder will normally be the “Reportable Person” however a Reportable Person also includes any Controlling Persons who are tax resident in a Reportable Jurisdiction.

A “Reportable Person” is defined as a “Reportable Jurisdiction Person”, other than:

- a corporation the stock of which is regularly traded on one or more established securities markets;
- any corporation that is a Related Entity of a corporation described in clause (i);
- a Governmental Entity;
- an International Organisation;
- a Central Bank; or
- a Financial Institution (except for an Investment Entity described in Sub Paragraph A(6) b) of the CRS that are not Participating Jurisdiction Financial Institutions, which are treated as Passive NFE's.)

**“Reportable Jurisdiction”** A Reportable Jurisdiction is a Participating Jurisdiction with which an obligation to provide financial account information is in place.

**“Participating Jurisdiction”** A Participating Jurisdiction means a jurisdiction with which an Intergovernmental or Competent Authority Agreement is in place pursuant to which it will provide the information required on the automatic exchange of financial account information as set out in the CRS.

**“Reportable Jurisdiction Person”** A reportable jurisdiction Person is an Entity that is tax resident in a Reportable Jurisdiction(s) under the tax laws of such jurisdiction(s) -by reference to local laws in the country where the Entity is established, incorporated or managed. An Entity such as a partnership, limited liability partnership or similar legal arrangement that has no residence for tax purposes shall be treated as resident in the jurisdiction in which its place of effective management is situated. As such if an Entity certifies that it has no residence for tax purposes it should complete the form stating the address of its principal office. Dual resident Entities may rely on the tiebreaker rules contained in tax conventions (if applicable) to determine their residence for tax purposes.

**“Financial Institution”** The term “Financial Institution” means a “Custodial Institution”, a “Depository Institution”, an “Investment Entity”, or a “Specified Insurance Company”. Please see the relevant Tax Regulations and the CRS for further classification definitions that apply to Financial Institutions.

**“Custodial Institution”** The term “Custodial Institution” means any Entity that holds, as a substantial portion of its business, Financial Assets for the account of others. This is where the Entity’s gross income attributable to the holding of Financial Assets and related financial services equals or exceeds 20% of the Entity’s gross income during the shorter of: (i) the three-year period that ends on 31 December (or the final day of a non-calendar year accounting period) prior to the year in which the determination is being made; or (ii) the period during which the Entity has been in existence.

**“Depository Institution”** The term “Depository Institution” means any Entity that accepts deposits in the ordinary course of a banking or similar business.

**“Investment Entity”** The term “Investment Entity” includes two types of Entities:

(i) an Entity that primarily conducts as a business one or more of the following activities or operations for or on behalf of a customer:

- Trading in money market instruments (cheques, bills, certificates of deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading;
- Individual and collective portfolio management; or
- Otherwise investing, administering, or managing Financial Assets or money on behalf of other persons.
- Such activities or operations do not include rendering non-binding investment advice to a customer.

(ii) “The second type of “Investment Entity” (“Investment Entity managed by another Financial Institution”) is any Entity the gross income of which is primarily attributable to investing, reinvesting, or trading in Financial Assets where the Entity is managed by another Entity that is a Depository Institution, a Custodial Institution, a Specified Insurance Company, or the first type of Investment Entity.

**“Investment Entity managed by another Financial Institution”** “An Entity is “managed by” another Entity if the managing Entity performs, either directly or through another service provider on behalf of the managed Entity, any of the activities or operations described in (a) - (c) above in the definition of ‘Investment Entity.

An Entity only manages another Entity if it has discretionary authority to manage the other Entity’s assets (either in whole or part). Where an Entity is managed by a mix of Financial Institutions, NFEs or individuals, the Entity is considered to be managed by another Entity that is a Depository Institution, a Custodial Institution, a Specified Insurance Company, or the first type of Investment Entity, if any of the managing Entities is such another Entity.

Under the CRS where this type of Entity is located in a Non-Participating Jurisdiction and managed by another Financial Institution then it is treated as Passive NFE.

**“Specified Insurance Company”** The term “Specified Insurance Company” means any Entity that is an insurance company (or the holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value Insurance Contract or an Annuity Contract.

**“Participating Jurisdiction Financial Institution”** The term “Participating Jurisdiction Financial Institution means (i) any Financial Institution that is tax resident in a Participating Jurisdiction, but excludes any branch of that Financial Institution that is located outside of that jurisdiction, and (ii) any branch of a Financial Institution that is not tax resident in a Participating Jurisdiction, if that branch is located in such Participating Jurisdiction.

**“Non-Reporting Financial Institution”** A Non-Reporting Financial Institution” means any Financial Institution that is:

- a Governmental Entity, International Organisation or Central Bank, other than with respect to a payment that is derived from an obligation held in connection with a commercial financial activity of a type engaged in by a Specified Insurance Company, Custodial Institution, or Depository Institution;
- a Broad Participation Retirement Fund; a Narrow Participation Retirement Fund; a Pension Fund of a Governmental Entity, International Organisation or Central Bank; or a Qualified Credit Card Issuer;
- an Exempt Collective Investment Vehicle; or
- a Trustee-Documented Trust: a trust where the trustee of the trust is a Reporting Financial Institution and reports all information required to be reported with respect to all Reportable Accounts of the trust;
- any other defined in a countries domestic law as a Non-Reporting Financial Institution.

**“Controlling Person(s)”** “Controlling Persons” are the natural person(s) who exercise control over an entity. Where that entity is treated as a Passive Non-Financial Entity (“Passive NFE”) then a Financial Institution is required to determine whether or not these Controlling Persons are Reportable Persons. This definition corresponds to the term “beneficial owner” described in Recommendation 10 of the Financial Action Task Force Recommendations (as adopted in February 2012).

In the case of a trust, the Controlling Person may be the settlor(s), the trustee(s), the protector(s) (if any), the beneficiary(ies) or class(es) of beneficiaries, or any other natural person(s) exercising ultimate effective control over the trust (including through a chain of control or ownership). Under the CRS the settlor(s), the trustee(s), the protector(s) (if any), and the beneficiary(ies) or class(es) of beneficiaries, are always treated as Controlling Persons of a trust, regardless of whether or not any of them exercises control over the activities of the trust.

Where the settlor(s) of a trust is an Entity then the CRS requires Financial Institutions to also identify the Controlling Persons of the settlor(s) and when required report them as Controlling Persons of the trust. In the case of a legal arrangement other than a trust, such term means persons in equivalent or similar positions.

**“Control”** “Control” over an Entity is generally exercised by the natural person(s) who ultimately has a controlling ownership interest in the Entity. Where no natural person(s) exercises control through ownership interests, the Controlling Person(s) of the Entity will be the natural person(s) who exercises control of the Entity through other means.

Where no natural person(s) is/are identified as exercising control of the Entity (for example where no underlying person has control of greater than 25% of the entity) then under the CRS the Reportable Person is deemed to be the natural person who hold the position of senior managing official.

**“Related Entity”** An entity is a Related Entity of another entity if either entity controls the other entity, or two entities are under common control. For this purpose control includes direct or indirect ownership of more than 50 per cent of the vote and value in an entity.

**“NFE”** Means any Entity that is not a Financial Institution

**“Passive NFE”** Under the CRS a “Passive NFE” means any: (i) NFE that is not an Active NFE; and (ii) an Investment Entity described in subparagraph A(6)(b)Section VIII of the CRS.

**“Active NFE”** Any NFE can be an Active NFE, provided that it meets any of the criteria listed below. In summary, those criteria refer to:

- active NFEs by reason of income and assets;
- publicly traded NFEs;
- Governmental Entities, International Organisations, Central Banks, or their wholly owned Entities;
- holding NFEs that are members of a nonfinancial group;
- start-up NFEs;
- NFEs that are liquidating or emerging from bankruptcy;
- treasury centres that are members of a nonfinancial group; or
- non-profit NFEs.

An entity will be classified as Active NFE if it meets any of the ii) it is exempt from income tax in its jurisdiction of residence;

- a) less than 50% of the NFE’s gross income for the preceding calendar year or other appropriate reporting period is passive income and less than 50% of the assets held by the NFE during the preceding calendar year or other appropriate reporting period are assets that produce or are held for the production of passive income;
- b) the stock of the NFE is regularly traded on an established securities market or the NFE is a Related Entity of an Entity the stock of which is regularly traded on an established securities market;
- c) the NFE is a Governmental Entity, an International Organisation, a Central Bank, or an Entity wholly owned by one or more of the foregoing;
- d) substantially all of the activities of the NFE consist of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an Entity does not qualify for this status if the Entity functions (or holds itself out) as an investment fund, such as a private equity fund, venture capital fund, leveraged buyout fund, or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes;
- e) the NFE is not yet operating a business and has no prior operating history, (a “ start-up NFE”) but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFE does not qualify for this exception after the date that is 24 months after the date of the initial organisation of the NFE;
- f) the NFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganising with the intent to continue or recommence operations in a business other than that of a Financial Institution;
- g) the NFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution; or
- h) the NFE meets all of the following requirements (a “non-profit NFE”) :
  - i) it is established and operated in its jurisdiction of residence exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in its jurisdiction of residence and it is a professional organisation, business league, chamber of commerce, labour organisation, agricultural or horticultural organisation, civic league or an organisation operated exclusively for the promotion of social welfare;
  - ii) it has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
  - iii) the applicable laws of the NFE’s jurisdiction of residence or the NFE’s formation documents do not permit any income or assets of the NFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduct of the NFE’s charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFE has purchased; and
  - iv) the applicable laws of the NFE’s jurisdiction of residence or the NFE’s formation documents require that, upon the NFE’s liquidation or dissolution, all of its assets be distributed to a Governmental Entity or other non-profit organisation, or escheat to the government of the NFE’s jurisdiction of residence or any political subdivision

**“FATCA”** FATCA stands for The Foreign Account Tax Compliance Act which was enacted as part of the Hiring Incentives to Restore Employment (HIRE) Act on March 18, 2010. FATCA creates a new information reporting and withholding regime for payments made to certain foreign financial institutions and other foreign entities

**“TIN”** (including “functional equivalent”) The term “TIN” means Taxpayer Identification Number or a functional equivalent in the absence of a TIN. A TIN is a unique combination of letters or numbers assigned by a jurisdiction to an individual or an Entity and used to identify the individual or Entity for the purposes of administering the tax laws of such jurisdiction. Some jurisdictions do not issue a TIN. However, these jurisdictions often utilise some other high integrity number with an equivalent level of identification (a “functional equivalent”). Examples of that type of number include, for Entities, a Business/ company registration code/number.

**“Resident for tax purposes”** Generally, an Entity will be resident for tax purposes in a jurisdiction if, under the laws of that jurisdiction (including tax conventions), it pays or should be paying tax therein by reason of his domicile, residence, place of management or incorporation, or any other criterion of a similar nature, and not only from sources in that jurisdiction. Dual resident Entities may rely on the tiebreaker rules contained in tax conventions (if applicable) to solve cases of double residence for determining their residence for tax purposes.