

## TAX RESIDENCE SELF-CERTIFICATION: Definitions / Terminology

**“Account Holder”** means the person listed or identified as the holder of a Financial Account. A person, other than a Financial Institution, holding a Financial Account for the benefit or on behalf of another person as agent, custodian, nominee, signatory, investment advisor, intermediary, is not treated as holding the account, and such other person is treated as the Account Holder. For example, in the case of a parent-child relationship where the parent is acting as legal guardian, the child is considered Account Holder. In the case of a joint account, each co-beneficiary is considered Account Holder.

**“Controlling Person(s)”** 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(s) are 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 thereof exercises control over the activities of the trust.

Where the settlor(s) of a trust is/are 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, “Controlling Person(s)” means persons in equivalent or similar positions.

**“Entity”** means a legal person or a legal arrangement, such as a corporation, , partnership, trustor foundation. If you must file a self-certification form on behalf of an account holder which is an entity, there must be completed as well a “Tax Residence Self-Certification Form for Controlling Persons”. Individuals and private enterprises must complete a Tax Residence Self-Certification Form for Individuals”.

By **“Financial Account”** is meant an account maintained at a Credit Institution. The term includes: Deposit Accounts, Trustee Accounts, Holding and debt-related rights over certain Investment Entities, Insurance Policies and Revenue Contracts.

**“Participating Jurisdiction”** means a jurisdiction with which an agreement is in place, pursuant to which it will provide the information required under the framework for automatic exchange of financial information as set out in the Common Reporting Standard.

**“Reportable Account”** means a financial account held by one or more Reportable Persons or by a Passive NFE with one or more Controlling Persons that is a Reportable Person.

**“Reportable Jurisdiction”** is a jurisdiction with which an obligation to provide financial information is in place and the jurisdiction is included in the official OECD list.

**“Reportable Person”** is a natural person who is tax resident in a Reportable Jurisdiction under the tax laws of such jurisdiction. Dual resident natural persons may rely on the tiebreaker rules contained in tax conventions (if applicable) to determine their residence for tax purposes.

**“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. Further details of acceptable TINs can be found at the following link: <http://www.oecd.org/tax/automatic-exchange/common-reporting-standard/>

Some jurisdictions do not issue a TIN. However, these jurisdictions often utilize some other high integrity number with an equivalent level of identification (a “functional equivalent”). Examples of that type of number

include, for individuals, the social insurance number, the citizen ID number/code, the personal ID/service number, and the resident register number.

“Active NFE” is any NFE which meets any of the criteria listed below. In summary, such criteria refer to:

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

An entity will be classified as an Active NFE if it meets any of the following criteria:

1. 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.
2. 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.
3. The NFE is a Governmental Entity, an International Organisation, a Central Bank, or an Entity wholly owned by one or more of the foregoing.
4. 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. 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.
5. 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 twenty four (24) months after the date of the initial organisation of the NFE.
6. The NFE was not a Financial Institution in the past five (5) 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.
7. 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
8. The NFE meets all of the following requirements:
  - 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 is exempt from income tax in its jurisdiction of residence;
  - iii. it has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
  - iv. 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
  - v. 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.

Note: Certain entities (such as U.S. Territory Non Financial Entities) may qualify for Active Non Financial Foreign Entities status (NFFE) under FATCA but not Active NFE status under the CRS.

**"Control"** over an Entity is generally exercised by the natural person(s) who ultimately has/have a controlling ownership interest (typically, on the basis of a certain percentage, e.g. 25%) in the Entity. Where no natural person(s) exercises control through ownership interests, the Controlling Persons of the Entity will be the natural persons who exercise control of the Entity through other means. Where no natural person is identified as exercising control of the Entity through ownership interests, then under the CRS the Reportable Person is deemed to be the natural person who holds the position of senior managing official.

**"Custodial Institution"** means any Entity that holds, as a substantial portion of its business, financial assets for the account of others. The holding of financial assets for the account of others constitutes a substantial portion of its business when the gross income attributable to the holding of financial assets and related financial services equals or exceeds 20% of the Entity's gross income during whichever is shorter between: (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"** means any Entity that accepts deposits in the ordinary course of a banking or similar business.

**"FATCA"** stands for the Foreign Account Tax Compliance provisions, which were enacted into U.S. law as part of the Hiring Incentives to Restore Employment (HIRE) Act on March 18, 2010. These provisions create a new information reporting and withholding regime for payments made to non-U.S. financial institutions and other non-U.S. entities.

**"Financial Institution"** means a Custodial Institution, a Depository Institution, an Investment Entity, or a Specified Insurance Company. The definitions of the categories are given herein. For further classification definitions that apply to Financial Institutions see Law 4170/2013 as currently in force and Law 4428/2016.

**"Investment Entity"** includes two types of Entities:

- i. Any 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
  - 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 (i) is managed by a Financial Institution and (ii) is not a Participating Jurisdiction Financial Institution.

**"Investment Entity managed by another Financial Institution":** An Entity is considered as "managing" another Entity if the managing Entity exercises, whether directly or via another service provider on behalf of the Entity under management any of the activities or actions described in the above clause (i) under "Investment Entity" definition.

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 as being 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.

“NFE” is any Entity that is not a Financial Institution.

“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.
- 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 Entity defined under Law 4170/2013 and Law 4428/2016 as a Non-Reporting Financial Institution.

“Participating Jurisdiction Financial Institution” means:

- i. Any Financial Institution that is tax resident in a Participating Jurisdiction, but excluding any branch of that Financial Institution that is located outside that Participating Jurisdiction.
- 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.

“Passive NFE” Under the CRS a “Passive NFE” means any:

- i. NFE that is not an Active NFE.
- ii. Investment Entity managed by another Financial Institution.

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.

“**Reportable Jurisdiction Person**” is an Entity that is tax resident in a Reportable Jurisdiction under the tax laws of such jurisdiction or of the jurisdictions under consideration by reference to local laws in the country where the Entity is established, incorporated or managed.

Entities such as partnerships, limited liability partnerships or similar legal arrangements that have no residence for tax purposes shall be treated as resident in the jurisdiction in which their place of effective management is situated.

If such an Entity 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 tax residence.

“**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 above clause
- Governmental Entities
- International Organisations
- Central Banks
- Financial Institutions (except for an Investment Entity described in Sub Paragraph A(6) b) of the CRS that are not Non-Participating Jurisdiction Financial Institutions. Such Investment Entities are treated as Passive NFEs).

**“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 is liable to pay tax therein by reason of its domicile, residence, place of management or incorporation, or any other criterion of a similar nature, including from sources that are not 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. An Entity such as a partnership, limited 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. A trust is treated as resident where one or more of its trustees is resident.

**“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, Cash Value Insurance Contracts or Annuity Contracts.

**Note:**

The above summaries of selected definitions used in this form are provided in order to assist you with the completion of the relevant forms.

Further details can be found in the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information (CRS), the associated Commentary to the CRS, and domestic guidance. This can be found at the following link:  
<http://www.oecd.org/tax/automatic-exchange/common-reporting-standard/>.

As a financial institution, we are not permitted to provide tax advice. If you have any query please refer to your tax consultant or the competent national tax authority.