

# Tax Residency Self-Certification Declaration Form



Please complete this form in BLOCK CAPITALS.

## Why do you need to complete this form?

Regulations based on the OECD Common Reporting Standard (CRS) require Financial Institutions to collect and report certain information about an account holder's tax residence. Each country/jurisdiction has its own rules for defining tax residence, and jurisdictions have provided information on how to determine if you are resident in the jurisdiction on the following website: [www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/](http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/). In general, you will find that tax residence is the country/jurisdiction in which you live. Special circumstances, such as studying abroad, working overseas or extended travel, may cause you to be resident elsewhere or resident in more than one country/jurisdiction at the same time (dual residency). If you are a U.S. citizen or tax resident under U.S. law, you should indicate that you are a U.S. tax resident on this form. For more information on tax residence, please consult your tax adviser or the information at the OECD automatic exchange of information portal.

UK legislation requires us to collect certain information about our customers tax residency. We are asking for your tax residency and Tax Identification Number (TIN)/Tax Reference Number (where applicable) and will record this on our records. If your tax residence (or the account holder, if you are completing the form on their behalf) is located outside the United Kingdom, we may be legally obliged to pass on the information in this form and other financial information with respect to your financial accounts to HMRC and they may exchange this information with tax authorities of another jurisdiction under intergovernmental agreements.

## Who needs to complete this form?

Please fill in this form if you are an individual account holder who is either a tax resident of a country/jurisdiction other than the UK, or if you are a citizen of the USA. For joint or multiple account holders where both individuals are either a tax resident of a country/jurisdiction other than the UK, or if you are citizen of the USA, each individual will be required to complete this form separately.

This form will remain valid unless there is a change in circumstances relating to information, such as the account holder's tax status, that makes this form incorrect or incomplete. In that case you must notify us and provide an updated self-certification.

1. About the account holder										
Title:	Full Name:						Customer ID:			
Home Address:										
Country:						Postcode:				
Time at Address: Years: _____ Months: _____										
Previous Address (if time at home address is less than 3 years):										
Country:						Postcode:				
Country of Birth:						Date of Birth:				
Town/City of Birth:						Nationality:				
Second Nationality:										
Residency Information										
Are you a resident for tax purposes anywhere other than the UK? YES <input type="checkbox"/> NO <input type="checkbox"/>										
Are you a citizen of the USA? YES <input type="checkbox"/> NO <input type="checkbox"/>										

2. Country/jurisdiction of residence for tax purposes		
Please complete the following table indicating (i) where the account holder is tax resident and (ii) the account holder's TIN for each country/jurisdiction indicated.		
If the account holder is tax resident in more than three countries/jurisdictions, please use a separate sheet.		
If a TIN is unavailable please provide the appropriate reason A, B or C where indicated below:		
<b>Reason A</b> - The country/jurisdiction where the account holder is resident does not issue TINs to its residents		
<b>Reason B</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)		
<b>Reason C</b> - No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction)		
Country of tax residence	Tax Identification Number (TIN)	If no TIN available enter Reason A, B or C
1		
2		
3		

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

1	
2	
3	

### 3. Declaration: please read, complete and sign

- I understand that the information I have supplied is covered by the Society's General Terms and Conditions for Savings Accounts and that the Society's Privacy Notice sets out how the Society may use and share the information.
- I acknowledge that the information contained in this form and information regarding Reportable Account(s) held by me may be provided to UK tax authorities and exchanged with tax authorities of another country or countries in which I may be tax resident, in accordance with inter-governmental 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 on this self-certification form are complete and correct, to the best of my knowledge and belief.

I agree to advise the Society within 30 days of any change in circumstances which affects my tax residency status (or that of the individual named in part 1 of this form) or causes the information to become incorrect. I will also provide the Society with a suitably updated self-certification and declaration within 30 days of such a change.

Please sign below:

Signature:

Date:

If you are not the account holder, please print your name below and indicate the capacity in which you are signing the form. If signing under a power of attorney or other document appointing you to act on behalf of the account holder, please provide the Society with a certified copy of the relevant document (if you have not already done so).

Full Name:

Capacity: