Commonwealth Bank
Commonwealth Bank of Australia
ABN 48 123 123 124

Organisation Tax Residency Self-Certification Form

Guide to completing this form

All customers are required by law to provide details of their countries of tax residency to their bank so these can be passed back to the relevant tax authority.

Organisation

Please complete the following sections: Organisation Details, Organisation Tax Residency Information, Beneficial Owners Information and Declaration.

Section 1 Organisation Details

Complete all fields (Use clear BLOCK letters)

Customer Name

Organisation Type

Registered Address

State Postcode Country

Section 2 Organisation Tax Information

Please complete the following:

a) Countries where the organisation is a resident for tax purposes; and

b) Tax Identification Number (TIN) of the organisation for each country of tax residency

c) Where the organisation has no residence for tax purposes, please provide the country in which key management decisions are made.

Tax Residency Information	Countries of Tax Residency Please provide all countries of tax residency. The organisation must be a tax resident of at least one country.	Tax Identification Number (TIN) Please provide either TIN or select Reason Code for no TIN for each Country of Tax Residency.	Reason for no TIN A. The organisation's country of tax residency does not issue TINs B. The organisation has not been issued with a TIN by its country of tax residency C. The organisation's country of tax residency does not require disclosure of a TIN

If you have listed Australia as a country of tax residency, please insert reason code C (My country of tax residency does not require disclosure of a TIN), as this is optional for Australia.

Is your organisation's primary business activity investing?

Tick yes, if the organisation earns more than 50% of its total income from investment activities (e.g. dividends, interest, or rent) or more than 50% of the organisation's assets produce or are held for producing investment income.

☐ Yes – Categorised as a Passive Organisation, proceed to Section 3

☐ No – Categorised as an Active Organisation, skip to Section 4

Section 3 Beneficial Owners Information

- Complete details for all Beneficial Owners (there must be at least one Beneficial Owner) in the below table.
- If there are more than four Beneficial Owners, please capture the additional Beneficial Owner(s) in a separate sheet.

"Beneficial Owner" means any individual who:

- directly or indirectly owns an interest of 25% or more in the Organisation (such as shares), or if no such person, an individual who:
- exercises control of the Organisation through other means (e.g. voting rights), or if no such person, an individual who:
- holds the position of senior managing official (e.g. CEO, Managing Director, Managing Partner).

Name	Address	Date of Birth	Countries of Tax Residency	TIN or Reason for no TIN

If you have listed Australia as a country of tax residency, please insert reason code C (My country of tax residency does not require disclosure of a TIN), as this is optional for Australia.

Section 4 Declaration

Customer Declaration

- I confirm that above information is true and correct and that I will promptly advise the Bank if any of the information changes.
- I certify that I am authorised by, and have the consent of the organisation and any Beneficial Owners to provide this information.
- I am authorised by each Beneficial Owner to provide the information on their behalf and they have confirmed to me that the information provided about them is true and correct. I confirm I have made them aware that this information and information relating to the account may be provided to the tax authorities.

Name of The Person Signing

Position

Signature

X

Date

Section 5 Definitions

"Tax Identification Number(s)" If you are a tax resident of another country, you will be asked for your Tax Identification Number (TIN) issued to you in that country, if you have one.

TIN is an international term which may have a different name in some countries.

Examples are Australian Business Number (ABN); Business Number (BN) or Trust Account Number or Numéro d'entreprise (NE) in Canada; Unique Taxpayer Reference (UTR) in United Kingdom; Permanent Account Number (PAN) in India; IRD Number in New Zealand; and Nombor Cukai Pendapatan or Income Tax Number (ITN) in Malaysia.

Bank use only

Bank staff instructions

Check the sections Organisation Details, Organisation Tax Information and Beneficial Owners Information, where required are complete and the customer has signed the declaration.

Update the Customer Maintenance screen in CommSee with the information provided in the form.

Image the completed and signed form to CommSee in all circumstances.

Navigate to the Customer Declaration Screen and capture self-certification.

Staff member's name

Date

Staff signature

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