

**Please read the instructions on page 8 before completing this form**

**Self-certification form for Entities and Financial Institutions etc.  
for FATCA and CRS purposes**

<b>The Entity</b>
Name _____
Business Reg. No. (CVR-nr.) (if available) _____
Address _____
Postal Code and City _____
Country of incorporation/registration _____
(Relevant only for Financial Institutions)
Name of sponsor _____
GIIN-number (19 characters) _____ <small>GIIN number applies to Financial Institutions in FATCA Jurisdictions (Part 1.1) that must obtain a GIIN</small>
<b>All countries of residence for tax purposes of the Entity</b>
Country of tax residence _____
Taxpayer Identification Number (TIN/CVR/Equivalent) _____
<input type="checkbox"/> Country does not issue TIN/Equivalent
Country of tax residence _____
Taxpayer Identification Number (TIN/CVR/Equivalent) _____
<input type="checkbox"/> Country does not issue TIN/Equivalent
Country of tax residence _____
Taxpayer Identification Number (TIN/CVR/Equivalent) _____
<input type="checkbox"/> Country does not issue TIN/Equivalent

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The form is completed by ticking Part 1, 2 or 3.

<p><b>Part 1 - Financial Institution (Part 1.1 and part 1.2 must be completed)</b></p> <p><b>Part 1.1 FATCA for Financial Institution</b> <i>(Please provide the status related to the business performed by ticking the appropriate box below)</i></p> <p><input type="checkbox"/> I the undersigned hereby enclose in addition a completed Form W-8BEN-E (a W-8BEN-E form must be completed for Financial Institutions outside FATCA Partner Jurisdictions or if this form is not sufficient for indication of FATCA status).</p> <p><input type="checkbox"/> I the undersigned hereby confirm that the Entity is a Financial Institution in a FATCA Partner Jurisdiction and that it is not categorised as a Non-Participating Financial Institution by the US tax authorities.</p> <p><b>Part 1.2 CRS for Financial Institution</b> <i>(Please provide the status related to the business performed by ticking the appropriate box below)</i></p> <p><b>Financial Institution - Investment Entity</b></p> <p><input type="checkbox"/> A. Investment Entity whose gross income primarily derives from investment/re-investment in or trade in financial assets and which is professionally managed by another Financial Institution and located in a Non-CRS Participating Jurisdiction. <i>If you have ticked this box, please continue to Part 4 on page 3.</i></p> <p><input type="checkbox"/> B. Other type of Investment Entity than under A above.</p> <p><b>Financial Institution</b></p> <p><input type="checkbox"/> Financial Institution - Depository Institution, Custodial Institution or Specified Insurance Company.</p>
<p><b>Part 2 - Active Non-Financial Entity (Active NFE)</b> <i>(Please provide the status related to the business performed by ticking the appropriate box below)</i></p> <p><input type="checkbox"/> A. Active NFE - A corporation whose shares are regularly traded on one or more established securities markets or a related entity (affiliate) of such a publicly traded corporation.</p> <p><input type="checkbox"/> B. Active NFE - A Governmental Entity, an International Organisation or a Central Bank.</p> <p><input type="checkbox"/> C. Active NFE - The Entity is an Active NFE other than A and B above.</p> <p><i>Please continue to Part 5 on page 7</i></p>
<p><b>Part 3 - Passive Non-Financial Entity (Passive NFE)</b> <i>(Please provide the status related to the business performed by ticking the appropriate box below)</i></p> <p><input type="checkbox"/> A. The Entity is a Passive NFE. The Entity has provided all the required information related to the Controlling Persons of the Entity in Part 4. <i>Please continue to Part 4 on page 3 in order to provide information related to the Entity's Controlling Person(s)</i></p>

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<b>Part 4 - Information with respect to Controlling Persons of the Entity</b>	
If you have selected 'A' in Part 1.2 or 'A' in Part 3, please provide information with respect to all Controlling Persons related to the Entity below on pages 3-6. Once you have completed this section, please continue to Part 5 on page 7.	
<b>Controlling Person No. 1:</b>	
Name	_____
Date of birth	_____
Residential Address	_____
Postal Code and City	_____
Country	_____
Citizen (state all)	_____
Place of birth (country and city)	_____
Country of tax residence	_____
Taxpayer Identification Number (TIN/CVR/Equivalent)	_____
<input type="checkbox"/> Country does not issue TIN/Equivalent	
Country of tax residence	_____
Taxpayer Identification Number (TIN/CVR/Equivalent)	_____
<input type="checkbox"/> Country does not issue TIN/Equivalent	
Country of tax residence	_____
Taxpayer Identification Number (TIN/CVR/Equivalent)	_____
<input type="checkbox"/> Country does not issue TIN/Equivalent	
<b>Citizenship/tax liability in the United States (Please select one of the alternatives by ticking the appropriate box below)</b>	
A. The Controlling Person is a US citizen and/or a tax resident of the US. (USA is stated as one of the Countries of Tax Residence in the section above)	
B. The Controlling Person is neither a US citizen nor a tax resident of the US.	

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**Controlling Person No. 2:**

Name \_\_\_\_\_

Date of birth \_\_\_\_\_

Residential Address \_\_\_\_\_

Postal Code and City \_\_\_\_\_

Country \_\_\_\_\_

Citizen (state all) \_\_\_\_\_

Place of birth (country and city) \_\_\_\_\_

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

**Citizenship/tax liability in the United States *(Please select one of the alternatives by ticking the appropriate box below)***

- A. The Controlling Person is a US citizen and/or a tax resident of the US. (USA is stated as one of the Countries of Tax Residence in the section above)
- B. The Controlling Person is neither a US citizen nor a tax resident of the US.

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**Controlling Person No. 3:**

Name \_\_\_\_\_

Date of birth \_\_\_\_\_

Residential Address \_\_\_\_\_

Postal Code and City \_\_\_\_\_

Country \_\_\_\_\_

Citizen (state all) \_\_\_\_\_

Place of birth (country and city) \_\_\_\_\_

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

**Citizenship/tax liability in the United States *(Please select one of the alternatives by ticking the appropriate box below)***

- A. The Controlling Person is a US citizen and/or a tax resident of the US. (USA is stated as one of the Countries of Tax Residence in the section above)
- B. The Controlling Person is neither a US citizen nor a tax resident of the US.

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**Controlling Person No. 4:**

Name \_\_\_\_\_

Date of birth \_\_\_\_\_

Residential Address \_\_\_\_\_

Postal Code and City \_\_\_\_\_

Country \_\_\_\_\_

Citizen (state all) \_\_\_\_\_

Place of birth (country and city) \_\_\_\_\_

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

Country of tax residence \_\_\_\_\_

Taxpayer Identification Number (TIN/CVR/Equivalent) \_\_\_\_\_

Country does not issue TIN/Equivalent

**Citizenship/tax liability in the United States (Please select one of the alternatives by ticking the appropriate box below)**

- A. The Controlling Person is a US citizen and/or a tax resident of the US. (USA is stated as one of the Countries of Tax Residence in the section above)
- B. The Controlling Person is neither a US citizen nor a tax resident of the US.

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**Part 5 - Declaration and Signature of authorised signatory**

I hereby solemnly declare that the information in this form is correct and in accordance with the truth and certify that the information provided in this form is, to the best of my knowledge and belief, accurate and complete. I agree and accept that provided information in this form may be used for reporting to the tax authorities according to the rules and regulations in force from time to time. You can read about collection, use and disclosure of information in "Dealing with the financial institution" – General terms and conditions, which is available at our website. I undertake to inform any Controlling Persons whose personal data I have stated above about the possibility of disclosing information in this form. If the information is changed, I will contact the financial institution within 30 days in order to update the form.

\_\_\_\_\_

Place and date

\_\_\_\_\_

Place and date

\_\_\_\_\_

Signature

\_\_\_\_\_

Signature

\_\_\_\_\_

Position

\_\_\_\_\_

Position

## Instructions for self-certification form

### Instructions

Based on CRS, FATCA and local legislation in Denmark, the financial institution is obliged to collect and report certain information to the Danish tax authorities (SKAT). The obligation involves, among other things, reporting of an Account Holder's tax residency and the size of deposits etc.

The instructions are of a general nature and include an overall description of selected terms. Instructions do not include all elements. Reference is made to legislation if further information is required.

### FATCA

"FATCA" is an abbreviation of "Foreign Account Tax Compliance Act". This US tax legislation was adopted by the US Congress in March 2010. An agreement was entered into between Denmark and the US about implementation of the obligations with respect to FATCA in Danish legislation. The obligations which result from the agreement primarily involve:

- 1) an obligation for Financial Institutions to identify Financial Accounts held by US persons,
- 2) an obligation for Financial Institutions to report information to the Danish tax authorities (SKAT) about the accounts identified, and
- 3) an obligation for SKAT to forward information received to the US tax authorities.

### CRS

"CRS" is an abbreviation of "Common Reporting Standard". CRS is a global standard for automatic exchange of information about Financial Accounts/products between the tax authorities of other countries. According to CRS, Financial Institutions must identify (legal) Entities with tax residency in other countries and the Financial Accounts of such Entities. The Financial Institution is obliged to report information to the tax authorities of the Entity's country of tax residence. This implies that if the country of tax residence of an Account Holder is another country but Denmark, Financial Institutions are obliged to report the information in this form and annually to report information about Financial Accounts to SKAT which forwards the information to other (CRS) countries.

Further information about CRS appears from the following link: <http://www.oecd.org/tax/automatic-exchange>.

### Please note

- 1) The Account Holder is the legal Entity entitled to the income and/or assets associated with an account.
- 2) For joint or multiple Account Holders, please complete a separate form for each Account Holder.
- 3) Use this form only if the Account Holder is a legal Entity (corporation etc.) or a financial entity.
- 4) If you are resident in more than three countries for tax purposes, please fill in the additional jurisdictions in a separate copy of this form.
- 5) Please fill in a W-8BEN-E form in addition to this form if this form is not appropriate to certify your FATCA status, e.g. Non-Participating FFIs or Financial Institutions outside FATCA Partner Jurisdictions.
- 6) Entities which are liable to pay tax in the US (e.g. if the Entity was incorporated and registered in the US or has its head office in the US) must use form W-9.
- 7) The financial institution is not allowed to conduct tax advisory services nor determine your tax residency. If you have any questions as to how to determine your tax residency status, please contact a tax advisor or the local tax authorities.



## Instructions for self-certification form

### Definitions

#### **Active Non-Financial Entity (Active Non-Financial Entity - Active NFE)**

An Entity will be classified as an Active NFE if less than 50% of its gross income and assets for the preceding calendar year was passive income. Passive income is dividend, interest, rents etc. Passive activities are activities generating passive income.

An Active Non-Financial Entity means for example:

- **Active NFEs by reason of income and assets** - any entity if more than 50% of its income derives from manufacturing and/or sale of goods and non-financial services.
- **Publicly traded NFEs** - a publicly traded entity or a related entity (subsidiary) of a publicly traded entity.
- **Governmental entities and international organisations** and their wholly owned entities.
- **Religious, charitable, scientific, artistic, cultural entities or entities with educational purposes** and which are exempt from income tax in its country of residence. And no shareholders or members have a proprietary or a beneficial interest in its income or assets - legislation or the articles of association prevent any income or assets of the Entity to be distributed for anything but the purpose, and in the event of liquidation all assets must be distributed to another non-profit organisation or public authority.
- **Holding NFEs** - entities that only own subsidiaries which are non-financial entities (i.e. own non-financial institutions).
- **Start-up NFEs** - entities which are not yet operating a business and have no prior operating history (first 24 months).
- **NFEs that are in the process of liquidating their assets or reorganising from bankruptcy**
- **Treasury centres** - entities engaged in financing within related entities that are not Financial Institutions.

#### **CRS - Participating Jurisdictions**

A country that has adopted the Common Reporting Standard and that has signed the international agreement with the country in which you hold the Financial Account, i.e. the country where the Financial Institution is located. For more information regarding the CRS Participating Jurisdictions, please visit the official list of countries published by OECD at:

<http://www.oecd.org/ctp/exchange-of-tax-information/MCAA-Signatories.pdf>.

#### **Entity**

The term "Entity" means a legal Entity or a legal arrangement such as a corporation, organisation, partnership, trust or foundation.

#### **FATCA Partner Jurisdiction**

A FATCA Partner Jurisdiction is a jurisdiction that has entered into an agreement (IGA) with the US to exchange information under FATCA. Please see participating countries in the link below:

<https://www.treasury.gov/resource-center/tax-policy/treaties/Pages/FATCA-Archive.aspx>

#### **Financial Institution - FI**

A Financial Institution is a custodial institution, a depository institution, an investment entity and specified insurance companies.

The term "Investment Entity" means any Entity that conducts as a business, or is managed by the Entity that conducts as a business, one or more of the following activities or operations for the account of a client:

- 1) trading in securities or other financial instruments,
- 2) individual and collective portfolio management, or
- 3) otherwise investing, administering or managing funds or money on behalf of other persons,

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### Financial Account

A Financial Account is an account which is maintained by a Financial Institution and includes:

- 1) depository accounts - for instance ordinary deposit and savings accounts,
- 2) custodial accounts (securities),
- 3) otherwise investing, administering or managing funds or money on behalf of other persons,
- 4) insurance contracts with cash value and annuity contracts.

### GIIN

A GIIN is a Global Intermediary Identification Number (19 characters) that is issued by the Internal Revenue Service (IRS) and is the identification number that is assigned to foreign Financial Institutions and Sponsoring Entities for purposes of identifying their registration with the IRS under FATCA.

### Account Holder

The Account Holder is the (legal) Entity listed or identified as the holder of a Financial Account/product. An Entity, other than a Financial Institution, holding a Financial Account/product for the benefit or for the account of another person as an agent, a custodian, a nominee, a signatory, an investment adviser or an intermediary, is not considered the Account Holder. In these circumstances this other person shall be considered the Account Holder. This shall not apply when an attorney-at-law manages a Financial Account for the benefit of a client.

### Controlling Persons

A Controlling Person is a natural person who exercises control over an Entity (typically owning more than 25%).

With respect to trusts, Controlling Persons are the settlor(s), the trustee(s), the protector(s) (if any), the beneficiary(ies) and any other natural persons exercising control over the activities of the trust. In the case of a legal arrangement other than a trust, such term means persons in equivalent or similar positions.

### Passive Entity (Passive Non-Financial Entity - Passive NFE)

A Passive NFE means an Entity that is neither a Financial Institution nor an Active Non-Financial Entity. According to CRS a Passive NFE is also an Investment Entity whose gross income primarily derives from investment/re-investment in or trade in financial assets and which is professionally managed by another Financial Institution and located in a Non-CRS Participating Jurisdiction. These Entities must, however, state the category under Financial Institution.

### Passive Income

Passive Income is typically dividends and interest. It could also be rent and royalties.

In addition, it may be life annuities, capital gains in connection with the sale of such types of property which may provide passive income and certain insurance payments.

### Taxpayer Identification Number (TIN)

The term "Taxpayer Identification Number (TIN)", or a functional equivalent, is a unique combination of letters or numbers assigned by a jurisdiction to an individual or an Entity which is used to identify the individual or Entity for the purposes of tax administration. Some jurisdictions do not issue a TIN. However, these jurisdictions often utilise some other high integrity number with an equivalent level of identification. Further details on jurisdiction specific TIN formats can be found at OECD's website via the following link: <http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/#d.en.347759>

### Tax Residence

#### US citizenship/tax residence

In general, you are considered a tax resident of the US if your address is in the US, if you are a US citizen (inclusive of persons with dual citizenship), own real property in the US, have a valid work permit (a so-called "Green Card") or have permanent residence in the US. If you are a resident of the US, you may be liable to pay tax in this country.

#### Legal Entities

Generally, an entity will be resident for tax purposes in a jurisdiction if, under the laws of that jurisdiction,

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it pays or should be paying tax therein by reason of its domicile, residence, place of management or incorporation, or other criterion of a similar nature.

### **Branches of Entities**

The tax residence of the Branch of an Entity is normally only in the country of tax residence of the Entity to which the Branch belongs.

### **When is an entity tax resident in another country?**

The domestic laws of the other countries lay down the conditions under which an entity is to be treated as tax resident. They cover various forms of attachment to a country which, in the domestic tax laws, form the basis of a comprehensive taxation (full tax liability).

### **Natural Persons**

Persons living in Denmark or staying in Denmark for six months or more or who have previously lived in Denmark and have maintained close connections to Denmark must pay tax in Denmark on their global income.

### **When is an individual tax resident in another country?**

Each country has its own set of rules for determining tax residence. For more information about tax residency rules in a certain jurisdiction, please visit OECD's website via the following link:  
<http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/#d.en.347759>

If you have any questions as to how to determine your tax residency status, you should consult a tax advisor or your local tax authorities.

### **Sponsoring Entity (Managing Entity)**

A managing entity (Sponsoring Entity) is an Entity that has registered with the Internal Revenue Service (IRS) and has agreed to fulfil the FATCA obligations on behalf of the Sponsored Entity.