

CRS Self Certification Form
(Individual)

Please read these instructions before completing the form.

Why are we asking you to complete this form?

SINGAPORE-BASED Financial Institutions (SGFIs) are now required to establish the tax residency status of all their account holders under the Common Reporting Standard (CRS), which has been in effect since January 1, 2017.

Under the Common Reporting Standard ("CRS"), we are required to determine where you are 'tax resident' (this will usually be where you are liable to pay income taxes). Special circumstances may cause you to be a resident elsewhere or a resident in more than one country/jurisdiction at the same time (dual residency). If you are a tax resident outside Singapore, we may need to give the Internal Revenue Authority of Singapore (IRAS) this information, along with information relating to your accounts, that may be shared between different countries' tax authorities.

To help us collect this information, please complete this form and return it to us.

If your circumstances change and any of the information provided in this form becomes incorrect, please let us know immediately and provide an updated Self-Certification.

Who should complete the CRS Self Certification Form for Individual?

Every account holder should complete this form. For joint account holder, each individual will need to complete the form.

If you have provided information in relation to the United States Government Foreign Account Tax Compliance Act (FATCA), you are still required to provide additional information for the CRS as this is a separate regulation.

Where you need to self-certify on behalf of an entity account holder, do not use this form. Please complete the "CRS Self Certification Form for Entity". Similarly, if you are a controlling person of an entity, please complete the "CRS Self Certification Form for Controlling Person".

If you are filling in this form on behalf of someone else who is the Account holder.

Please tell us in what capacity you are signing in Part 3. 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 power of attorney or a legal guardian should complete the form on behalf of an account holder who is a minor.

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

Your tax adviser may be able to assist you in answering specific questions on this form. Your domestic tax authority can provide guidance regarding how to determine your tax status.

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, on the [OECD automatic exchange of information portal](#).

Important Note:

Deliberately providing false information to the FIs on an account holder's tax residency status is an offence under the CRS law.

SECTION 1: MAIN ACCOUNT HOLDERFull Name (as in NRIC/Passport, underline Last name) ☐ Dr ☐ Mr ☐ Ms ☐ Mrs ☐ Mdm

Date of Birth (DD/MM/YYYY)

Town or City of Birth

Country of Birth

REGISTERED RESIDENTIAL ADDRESS (P.O. Box and C/O addresses are not permitted. Address provided must match NRIC/passport and/or Proof of address)

Block/House No.

Street Name

Unit No.

Building Name

Postal Code

Country

SECTION 2: JOINT ACCOUNT HOLDER (If Applicable)Full Name (as in NRIC/Passport, underline Last name) ☐ Dr ☐ Mr ☐ Ms ☐ Mrs ☐ Mdm

Date of Birth (DD/MM/YYYY)

Town or City of Birth

Country of Birth

REGISTERED RESIDENTIAL ADDRESS (P.O. Box and C/O addresses are not permitted. Address provided must match NRIC/passport and/or Proof of address)

Block/House No.

Street Name

Unit No.

Building Name

Postal Code

Country

SECTION 3: Country/Jurisdiction of Residence for Tax Purposes and related Taxpayer Identification Number or equivalent number* ("TIN")

CRS Declaration of Tax Residency

Tick where applicable
(please note you can tick more than one)

I am a tax resident in Singapore

☐ Main Account Holder☐ Joint Account Holder

I am tax resident of other Jurisdictions*.

☐ Main Account Holder☐ Joint Account Holder**MAIN ACCOUNT HOLDER**

Country/Jurisdiction of tax residence

TIN

If TIN is not 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

JOINT ACCOUNT HOLDER (If applicable)

Country/Jurisdiction of tax residence

TIN

If TIN is not 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

*Please provide above the list of all the countries in which you are a resident for tax purposes and the associated Tax Identification Numbers ("TINs").

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 does not issue TINs to its residents

Reason B – Unable to obtain TIN or equivalent number. Please tell us why in the box below:

Reason C – TIN is not required. (Note: To be selected only if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction.)

SECTION 4 : DECLARATIONS AND SIGNATURE (S)

I/We

- understand that the information supplied by me/us is covered by the full provisions of the terms and conditions governing the Account Holder's relationship with Havenport Investments Pte. Ltd. ("Havenport") setting out how Havenport may use and share the information supplied by me/us.
- acknowledge that the information contained in this form and information regarding the Account Holder(s) and any Reportable Account(s) may be provided to the tax authorities of the country/jurisdiction in which this account(s) is/are maintained and exchanged with tax authorities of another country/jurisdiction or countries/jurisdictions in which the Account Holder may be tax resident pursuant to intergovernmental agreements to exchange financial account information.
- certify that I/we am/are the Account Holder(s) (or am authorised to sign for the Account Holder) of all the account(s) to which this form relates.
- declare that all statements made in this declaration are, to the best of my/our knowledge and belief, correct and complete.
- undertake to advise Havenport within 30 days of any change in circumstances which affect my/our tax residency status or causes the information contained herein to become incorrect or incomplete, and to provide Havenport with a suitably updated self-certification and Declaration within 90 days of such change in circumstances.

Signature of Main Account Holder

Name of Main Account Holder

Date

Signature of Joint Account Holder

Name of Joint Account Holder

Date

Appendix - Definitions

Note: These are selected summaries of defined terms 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 CRS¹), the associated Commentary to the CRS, and domestic guidance. This can be found at the [OECD automatic exchange of information portal](#). If you have any questions then please contact your tax adviser or domestic tax authority.

"Account" means investment accounts maintained by Havenport Investments Pte. Ltd.

"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 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.

"Controlling Person" This is a natural person who exercises ultimate control over an entity.

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

"TIN" (including "functional equivalent") 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 individuals, a social security/insurance number, citizen/personal identification/service code/number, and resident registration number.