# EQUINITI

# Change of Personal Data

If you have any questions about completing this form please call Customer Services on 0345 300 0430. Please complete section A in addition to any relevant sections where your details have changed.

| Section A Personal details     |                                      |  |
|--------------------------------|--------------------------------------|--|
| Full Name(s)<br>Account Number |                                      |  |
| Account Number                 |                                      |  |
|                                |                                      |  |
| Section B Char                 | nge of permanent residential address |  |

| New Address |          |
|-------------|----------|
|             | Postcode |
| Old Address |          |
|             | Postcode |

Please Note: If you have moved to another country you must complete Section F.

| Section C Cha               | ange of contact information |
|-----------------------------|-----------------------------|
| Email address               |                             |
| Daytime Telephone<br>Number |                             |
| Mobile Number               |                             |
|                             |                             |
| Section D Cha               | ange of Title               |
| Title Mr                    | Mrs Miss Ms Ms Other        |

# Section E Change of Name

Please note that the original official documentation, recording your change in name must be submitted with this form, e.g. marriage certificate. Any original documentation provided will be returned as soon as your application has been processed. If you do not wish to send original documents in the post, you should send copies certified to be true copies of the originals by an entity regulated by the Financial Conduct Authority (e.g. a bank), Solicitor or a government department. The person undertaking the certification must be capable of being contacted. You cannot certify your own documentation.

| Last Name(s)  |  |
|---------------|--|
| First Name(s) |  |
| New Signature |  |

## Section F Change of Tax Residence or Nationality

Please indicate ALL countries in which you are resident for tax purposes and the relevant Tax Identification Number or functional equivalent.

If you are a US citizen, Green Card holder, or US resident, you must also complete and return an IRS (Internal Revenue Service) W-9 form and include any additional tax residencies in the table below.

| Country of Tax<br>Residence   |  |
|---|--|
| National Insurance Number/<br>Tax Identification Number   | I have no National Insurance Number/<br>Tax Identifiction Number   |
| lf you do not have a National Insu<br>Tax Identification Number, please                                   |  |
| Additional Country<br>of Tax Residence (1)  | (2)  |
| Taxpayer Identification Number (1)  | (2)  |
| Are you a United States Green Ca  | ard holder? Yes No   |
| Nationality Details:  |  |
| ,   | atails by completing the country of each (up to three) in the boyos below  |
| Flease disclose your nationality d  | etails, by completing the country of each (up to three) in the boxes below.  |
|   |  |
|   |  |
| <b>Primary Nationality Detai</b>  | ls:  |
| If you have sole UK Nationality   | ${}_{\!\!\Lambda}$ you do not need to complete this part. For all other customers, you will need to  |
|   | and complete the relevant National Identifier & National ID Code for this in the box below,  |
| according to the instructions in th   | ne <b>Appendix</b> (at the end of the form) or using <u>www.nationalitycalculator.co.uk</u> .  |
| NL  | Tick if unable<br>National ID Code to provide  |
| National I  | dentifier National ID Code to provide  |
| First Priority  |  |
|   |  |
| Second Priority   |  |
|   |  |
|   |  |
| Section G Declaration   |  |
| <ol> <li>I Undertake to advise Equiniti p<br/>become incorrect or incomplet<br/>circumstances.</li> </ol> | promptly of any change in circumstances which causes the information contained herein to<br>e and to provide Equiniti with an updated declaration within 30 days of any such change in   |
|   | mstances - for example, if I am tax resident or deemed resident of a Reportable Jurisdiction -<br>this information with UK tax authorities, who may pass it on to other tax authorities. |
| 3. I declare that the information p   | provided in this form is, the best of my knowledge and belief, accurate and complete.  |
| Signature   | Date   |
| Please return this form to  | Equiniti, PO Box 4605, Aspect House, Spencer Road, Lancing, West Sussex, BN99 6QY.   |

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## Appendix National Identifier Instructions

Below, you will find a table that lists the countries of the European Economic Area (EEA), including a section for any non-EEA countries, and details of each country's requested National Identifier. Following the instructions and using the information provided in the table, please establish your **Primary Nationality** & complete the relevant **National Identifier** details in Section F, for all account applicants. Alternatively you can refer to **www.nationalitycalculator.co.uk**.

You are **not** required to complete the National Identifier details in Section A if you are a UK National **only.** 

Using the table

#### I. Establishing your Primary Nationality

Referring to the table below and the **Country column**, whichever of your nationalities is listed **highest** will be your **Primary Nationality**. (Please note, the countries are ordered alphabetically according to the National ID Code). E.g. if you are a national of the United Kingdom and Spain, as Spain is listed higher than the UK in the Country column list, your Primary Nationality will be Spain.

### 2. Identifying your National Identifier

Once you have established your **Primary Nationality**, you must provide us with the details of a relevant **National Identifier** as requested in the table below, in the order of priority as indicated in each field. Please refer to the country specific instructions in the table for further guidance. E.g. using the same example as above, if your country of Primary Nationality is Spain, you will need to complete your Spanish Tax Identification Number & the National ID Code (ES1) in Section F.

#### Please note:

- If you are unable to provide a National Identifier, please complete the National ID Code & **tick the box** in Section F to confirm that you are unable to provide the requested details.
- You only need to provide the details of **one** National Identifier **in the order of priority** listed in each field. E.g. if you have established that your country of Primary Nationality is Czech Republic, you should only provide us with your Czech Republic National Passport Number if you are unable to provide your National Identification Number in the first instance **and tick** to confirm you are unable to provide the first priority National Identifier.
- \*If you have established your **Primary Nationality** as one of the following countries, **Estonia, Spain, Iceland, Italy, Malta or Poland** and you are unable to provide a National Identifier as requested, **trading rules will prevent us from accepting your instruction to trade or transfer.**

# Please contact Customer Services if you have any questions regarding this table and/or completing the relevant details in Section F.

| Country        | National Identifier   | National<br>ID Code | Country specific instructions for<br>completing Section F   |
|----------------|---|---------------------|---|
| Austria        | No additional data required   | ATI                 | Leave the National Identifier & National ID<br>Code boxes blank.  |
| Belgium        | Belgian National Number (Numéro de register national – Rijksregisternummer)   | BEI                 | Enter the requested National Identifier and   |
| Bulgaria       | Bulgarian Personal Number   | BGI                 | National ID Code details, or tick to confirm if you do not have this.   |
| Cyprus         | National Passport Number  | CYI                 |   |
| Czech Republic | First Priority: <b>National Identification</b><br><b>Number (Rodné císlo)</b> | CZI                 | Enter the National Identifier & National ID<br>Code details in the order of priority indicated.<br>If you are unable to provide the first priority, |
| Czech Republic | Second Priority: National Passport Number                                     | CZ2                 | tick to confirm this and complete the second<br>priority details, or tick to confirm you do not<br>have it.   |
| Germany        | No additional data required   | DEI                 | Leave the National Identifier & National ID<br>Code boxes blank.  |
| Denmark        | Personal Identity Code  | DKI                 | Enter the requested National Identifier &<br>National ID Code details, or tick to confirm if<br>you do not have it.                                 |
| *Estonia       | Estonian Personal Identification Code<br>(Isikukood)                          | EEI                 |   |
| *Spain         | Tax Identification Number<br>(Código de identificación fiscal)                | ESI                 |   |
| Finland        | Personal Identity Code  | FII                 |   |
| France         | No additional data required   | FRI                 | Leave the National Identifier & National ID<br>Code boxes blank.  |
| United Kingdom | UK National Insurance Number  | GBI                 | Enter the requested National Identifier &<br>National ID Code details, or tick to confirm if<br>you do not have this.                               |
| Greece         | 10 DSS Digit Investor Share   | GRI                 |   |
| Croatia        | Personal Identification Number<br>(OIB – Osobni identifikacijski broj)        | HRI                 |   |

| Appendix Na  | tional Identifier Instructions continued                                 |                     |  |  |
|--|--|---------------------|--|--|
| Country  | National Identifier  | National<br>ID Code | Country specific instructions for completing Section F   |  |
| Hungary  | No additional data required  | HUI                 | Leave the National Identifier & National ID<br>Code boxes blank.   |  |
| Ireland  | No additional data required  | IRI                 |  |  |
| *Iceland   | Personal Identity Code   | ISI                 | Enter the requested National Identifier and<br>National ID Code details, or tick to confirm if<br>you do not have this.  |  |
| *Italy   | Fiscal code (Codice Fiscale)   | іті                 |  |  |
| Liechtenstein  | First Priority: National Passport Number                                 | LII                 | Enter the National Identifier & National ID<br>Code details in the order of priority indicated.  |  |
| Liechtenstein  | Second Priority: National Identity Card Number                           | LI2                 | If you are unable to provide the first priority,<br>tick to confirm this and complete the second<br>priority details, or tick to confirm you do not<br>have it.  |  |
| Lithuania  | First Priority: Personal code (Asmens Kodas)                             | LTI                 |  |  |
| Litituania   | Second Priority: National Passport Number                                | LT2                 | nave n.  |  |
| Luxembourg   | No additional data required  | LUI                 | Leave the National Identifier & National ID<br>Code boxes blank.   |  |
| Latvia   | Personal Code (Personas Kods)  | LVI                 | Enter the requested National Identifier &<br>National ID Code details, or tick to confirm if<br>you do not have this.  |  |
| *Malta   | First Priority: National Identification Number                           | MTI                 | Enter the National Identifier & National ID  |  |
| Thaita   | Second Priority: National Passport Number                                | MT2                 | Code details in the order of priority indicated.<br>If you are unable to provide the first priority,   |  |
|  | First Priority: National Passport Number                                 | NLI                 | tick to confirm this and complete the second<br>priority details, or tick to confirm you do not  |  |
| Netherlands  | Second Priority: National Identity Card<br>Number                        | NL2                 | have it.   |  |
| Norway   | II digit Personal ID (Foedselsnummer)                                    | NOI                 | Enter the requested National Identifier &<br>National ID Code details, or tick to confirm if<br>you do not have this.  |  |
| *Poland  | First Priority: National Identification Number<br>(PESEL)                | PLI                 |  |  |
| TOland   | Second Priority: <b>Tax Number</b><br>(Number Identyfikacji podatkowej)  | PL2                 | Enter the National Identifier & National ID<br>Code details in the order of priority indicated.<br>If you are unable to provide the first priority,<br>tick to confirm this and complete the second<br>priority details, or tick to confirm you do not<br>have it.   |  |
| Portugal   | First Priority: <b>Tax Number</b><br>(Número de Identificação Fiscal)    | PTI                 |  |  |
| 5  | Second Priority: National Passport Number                                | PT2                 |  |  |
| Romania  | First Priority: National Identification Number<br>(Cod Numeric Personal) | ROI                 | nave n.  |  |
|  | Second Priority: National Passport Number                                | RO2                 |  |  |
| Sweden   | Personal Identity Number   | SEI                 | Enter the requested National Identifier &  |  |
| Slovenia   | Personal Identification Number<br>(EMŠO: Enotna Matična Številka Občana) | SLI                 | National ID Code details or tick to confirm if you do not have this.   |  |
|  | First Priority: <b>Personal Number</b><br>(Rodné číslo)                  | SKI                 | Enter the National Identifier & National ID<br>Code details in the order of priority indicated.<br>If you are unable to provide the first priority,<br>tick to confirm this and complete the second<br>priority details or tick to confirm you do not<br>have it.  |  |
| Slovakia   | Second Priority:: National Passport Number                               | SK2                 |  |  |
| All other Countries<br>(including Crown<br>Dependencies such as<br>Jersey, Guernsey, Isle<br>of Man etc) | National Passport Number   | XXI                 | Enter the requested National Identifier &<br>National ID Code or tick to confirm if you do<br>not have this. If you are a national of more than<br>one non-EEA country, please refer to<br><u>www.nationalitycalculator.co.uk</u> or<br>contact Customer Services who will be able<br>to assist you in establishing your Primary<br>Nationality. |  |