

Instructions for Completion

We are required pursuant to the Mutual Legal Assistance (Tax Matters) Act, 2003 as amended by the Mutual Legal Assistance (Tax Matters) (Amendment)(No. 2) Act, 2015 and the Mutual Legal Assistance (Tax Matters) (Amendment) Act, 2018 and any Orders or Guidance made thereunder, which implement in the British Virgin Islands (BVI) the Common Reporting Standards (CRS), collectively referred to as the “CRS Laws” to collect certain information about each Account Holder and, in some cases, the Controlling Persons of the Account Holder. Popular may be legally required to report certain information provided in this Self-Certification and other financial information on your account with the BVI International Tax Authority, which in turn may exchange such information with the tax authorities of the jurisdiction in which the Account Holder, and in some cases the Controlling Person of the Account Holder, are tax resident. Please complete the sections below as directed and provide any additional information that is requested.

Terms referenced in this Form shall have the same meaning as applicable under the CRS Laws. A summary of these definitions is available under the Appendix – Definitions.

This Self-Certification form will remain valid unless there is a change in circumstances that makes it incorrect or incomplete. If any of the information below, including your tax residence or CRS classification changes in the future, please ensure you advise us of these changes within 30 days of any of such changes and provide us an updated Self-Certification.

Popular does not provide tax advice to its customers. If you have any questions about how to complete this form, including the determination of whether you are tax resident in any country, please contact your tax advisor. You may also visit the Organization for Economic Co-operation and Development (OECD) Automatic Exchange of Information (AEOI) Portal for country-by-country information on tax residency at www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/.

An authorized individual must sign the form on behalf of an Entity that is an Account Holder and indicate the capacity (officer title, director, partner, or power of attorney, etc.) in which he/she is signing in Section 4. The sections of this Form that relates to Controlling Persons (Section 5 to 8) may be completed either by the Account Holder or the Controlling Person. If you are completing this Form on behalf of a Controlling Person, please state the capacity in which you are signing this form in Section 8. For example, you may be the Passive NFE Account Holder or may be completing the form under a power of attorney.

Section 1 Account Holder Identification

Legal Name of Entity/Branch		Date of Incorporation/Organization	Country of Incorporation/Organization
<input style="width: 95%;" type="text"/>		<input style="width: 25%;" type="text"/>	<input style="width: 25%;" type="text"/>
Primary Telephone Number	Cell Telephone Number	Business Telephone Number	Email
<input style="width: 20%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 40%;" type="text"/>

Registered Address:

Number & Street		City/Town
<input style="width: 95%;" type="text"/>		<input style="width: 25%;" type="text"/>
State/Providence/County	Contry	Postal Code
<input style="width: 35%;" type="text"/>	<input style="width: 25%;" type="text"/>	<input style="width: 25%;" type="text"/>

Mailing Address (if different from above):

Number & Street		City/Town
<input style="width: 95%;" type="text"/>		<input style="width: 25%;" type="text"/>
State/Providence/County	Contry	Postal Code
<input style="width: 35%;" type="text"/>	<input style="width: 25%;" type="text"/>	<input style="width: 25%;" type="text"/>

Section 2 Country of Tax Residency

Please indicate the Entity's place of tax residence, if resident in more than one country please detail all countries and associated taxpayer identification number (TIN) type and number. Please indicate not applicable if the jurisdiction does not issue or if you are unable to procure a TIN or functional equivalent.

Country/Countries of Citizenship	TIN Type	Tax Identification Number
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

If applicable, please specify the reason for non-availability of a TIN:

Section 3 CRS Classification

Provide your CRS classification by checking the corresponding box(es). Note that your CRS classification does not necessarily coincide with your classification for US or UK FATCA purposes.

3.1 If you are a Financial Institution, please tick one of the below categories.

- (a) Custodial Institution
- (b) Depository Institution
- (c) Specified Insurance Company
- (d) Investment Entity
- An Investment Entity located in a Non-Participating Jurisdiction and managed by another Financial Institution. If you have ticked this box, please indicate the name of the Controlling Person(s). Please refer to the definition of Controlling Person in Annex 1.

Full Name of any Controlling Person(s) (must not be left blank)

Please also complete Sections 5 to 8 below providing further details of any ultimate Controlling Persons who are natural persons.

- Other Investment Entity

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3.2 If you are an Active Non-Financial Entity (“Active NFE”) please specify the type of NFE below:

- (a) Corporation the stocks of which is regularly traded on an established securities market or a corporation which is a related entity of such a corporation.

Provide the name of the established securities market on which the stock is regularly traded:

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If you are a related entity of a regularly traded corporation, provide the name of the regularly traded corporation:

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- (b) Government entity, International Organization, a Central Bank, or an Entity wholly owned by one or more of the foregoing
- (c) Other Active Non-Financial Entity

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3.2 If you are a Passive Non-Financial Entity (Passive NFE) please indicate the name of the Controlling Person(s). Please refer to the definition of Controlling Person in Annex 1

Full Name of any Controlling Person(s) (must not be left blank)

Please also complete Sections 5 to 8 below providing further details of any ultimate Controlling Persons who are natural persons.

Section 4 Declaration and Undertakings

I/We declare (as an authorized signatory of the entity) that the information provided in this form about the entity (and, if applicable, its Controlling Persons) is, to the best of my/our knowledge and belief, accurate and complete. I/We undertake to advise the recipient promptly and provide an updated Self-Certification form within 30 days where any change in circumstances occurs which causes any of the information contained in this form to be inaccurate or incomplete. Where legally obliged to do so, I/we hereby consent to the recipient sharing this information with the relevant tax information authorities.

Authorized Signature

Position/Title

Date of Birth (MM/DD/YYYY)

Authorized Signature

Position/Title

Date of Birth (MM/DD/YYYY)

Section 5 Identification of a Controlling Person**5.1 Name of Controlling Person**

Family Name or Surname(s)

First or Given Name

Middle Names(s)

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5.2 Current Residence Address:

Number & Street

City/Town

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State/Providence/County

Contry

Postal Code

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5.3 Mailing Address: (if different from Current Residence Address)

Number & Street

City/Town

--	--

State/Providence/County

Contry

Postal Code

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5.4 Date and Country of Birth

Date of Birth (DD/MM/YYYY)

Town/City of Birth

Country of Birth

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5.5 Legal name of the relevant entity Account Holder(s) of which you are a Controlling Person

Legal name of Entity 1

Legal name of Entity 2

Legal name of Entity 3

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Section 6 Country of Residence for Tax Purposes and related Taxpayer Identification Number or functional equivalent ("TIN")

Please complete the following table indicating:

- (i) where the Controlling Person is tax resident;
- (ii) the Controlling Person's TIN for each country indicated; and,
- (iii) if the Controlling Person is a tax resident in a country that is a Reportable Jurisdiction(s) then please also complete Section 7 "Type of Controlling Person".

If the Controlling Person is tax resident in more than three countries, please use a separate sheet

	Country/countries of tax residency	Tax reference number type	Tax reference number (e.g. TIN)
1			
2			
3			

If applicable, please specify the reason for non-availability of a tax reference number:

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Section 7 Type of Controlling Person

(Please only complete this section if you are tax resident in one or more Reportable Jurisdictions)

A. If the Controlled Entity is an entity other than a trust (or similar legal arrangement), please select among the following types:

- Control by Ownership (direct or indirect)
- Control by other means
- Senior Management Official

B. If the Controlled Entity is a trust, please select among the following types:

- Settlor
- Trustee
- Protector
- Beneficiary
- Other. Specify below

C. If the Controlled Entity is a legal arrangement other than a trust, please select among the following types:

- Settlor equivalent
- Trustee equivalent
- Protector equivalent
- Beneficiary equivalent
- Other equivalent. Specify below

Section 8 Controlling Person Declaration and Undertakings

I acknowledge that the information contained in this form and information regarding the Controlling Person and any Reportable Account(s) may be reported to the tax authorities of the country in which this account(s) is/are maintained and exchanged with tax authorities of another country or countries in which [I/the Controlling Person] may be tax resident pursuant to international agreements to exchange financial account information.

I certify that I am the Controlling Person, or am authorized to sign for the Controlling Person, of all the account(s) held by the entity Account Holder to which this form relates.

I declare that all statements made in this declaration are, to the best of my knowledge and belief, correct and complete.

I undertake to advise the recipient within 30 days of any change in circumstances which affects the tax residency status of the individual identified in Part 5 of this form or causes the information contained herein to become incorrect, and to provide the recipient with a suitably updated self-certification and Declaration within 30 days of such change in circumstances.

Signature

Print Name

Date of Birth (MM/DD/YYYY)

Note: If you are not the Controlling Person please indicate the capacity in which you are signing the form. If signing under a power of attorney, please also attach a certified copy of the power of attorney.

Capacity

Annex 1

CRS Definitions

Account Holder – The term “**Account Holder**” means the person listed or identified as the holder of a Financial Account by the Financial Institution that maintains the account. A person, other than a Financial Institution, holding a Financial Account for the benefit or account of another person as agent, custodian, nominee, signatory, investment advisor, or intermediary, is not treated as holding the account for purposes of the Common Reporting Standard, and such other person is treated as holding the account. In the case of a Cash Value Insurance Contract or an Annuity Contract, the Account Holder is any person entitled to access the Cash Value or change the beneficiary of the contract. If no person can access the Cash Value or change the beneficiary, the Account Holder is any person named as the owner in the contract and any person with a vested entitlement to payment under the terms of the contract. Upon the maturity of a Cash Value Insurance Contract or an Annuity Contract, each person entitled to receive a payment under the contract is treated as an Account Holder.

Active Non Financial Entity (Active NFE) – The term “**Active Non-Financial Entity**” means any NFE that meets any of the following criteria:

- a) less than 50% of the NFE’s gross income for the preceding calendar year or other appropriate reporting period is passive income and less than 50% of the assets held by the NFE during the preceding calendar year or other appropriate reporting period are assets that produce or are held for the production of passive income;
- b) the stock of the NFE is regularly traded on an established securities market or the NFE is a Related Entity of an Entity the stock of which is regularly traded on an established securities market;
- c) the NFE is a Governmental Entity, an International Organization, a Central Bank, or an Entity wholly owned by one or more of the foregoing;
- d) substantially all of the activities of the NFE consist of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an Entity does not qualify for this status if the Entity functions (or holds itself out) as an investment fund, such as a private equity fund, venture capital fund, leveraged buyout fund, or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes;
- e) the NFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFE does not qualify for this exception after the date that is 24 months after the date of the initial organization of the NFE;
- f) the NFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganising with the intent to continue or recommence operations in a business other than that of a Financial Institution;
- g) the NFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution; or
- h) the NFE meets all of the following requirements:
 - i) it is established and operated in its jurisdiction of residence exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in its jurisdiction of residence and it is a professional organization, business league, chamber of commerce, labour organization, agricultural or horticultural organization, civic league or an organization operated exclusively for the promotion of social welfare;
 - ii) it is exempt from income tax in its jurisdiction of residence;
 - iii) it has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
 - iv) the applicable laws of the NFE’s jurisdiction of residence or the NFE’s formation documents do not permit any income or assets of the NFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduct of the NFE’s charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFE has purchased; and
 - v) the applicable laws of the NFE’s jurisdiction of residence or the NFE’s formation documents require that, upon the NFE’s liquidation or dissolution, all of its assets be distributed to a Governmental Entity or other non-profit organization, or escheat to the government of the NFE’s jurisdiction of residence or any political subdivision thereof.

Controlling Person – The term “**Controlling Person**” means the natural persons who exercise direct or indirect control over an entity. This term corresponds to the term “beneficial owner” as described in Recommendation 10 and the Interpretative Notes on Recommendation 10 the Financial Action Task Force Recommendations (“FATF”) and must be interpreted in a manner consistent with such recommendations. In the case of an entity that is a legal person, it means the natural person who ultimately has a controlling ownership interest in the entity, which applied consistently with the Virgin Islands AML laws results in a 10% ownership interest. In the case of a trust, such term means the settlor(s), the trustee(s), the protector(s) (if any), the beneficiary(ies) or class(es) of beneficiaries, and any other natural person(s) exercising ultimate effective control over the trust, and in the case of a legal arrangement other than a trust, such term means persons in equivalent or similar positions.

FATF Recommendations on Controlling Persons:

Identify the beneficial owners of the customer and take reasonable measures to verify the identity of such persons, through the following information. For legal persons¹:

- (a) The identity of the natural persons (if any – as ownership interests can be so diversified that there are no natural persons (whether acting alone or together) exercising control of the legal person or arrangement through ownership) who ultimately have a controlling ownership interest² in a legal person; and
- (b) to the extent that there is doubt under (a) as to whether the person(s) with the controlling ownership interest are the beneficial owner(s) or where no natural person exerts control through ownership interests, the identity of the natural persons (if any) exercising control of the legal person or arrangement through other means.

- (c) Where no natural person is identified under (a) or (b) above, financial institutions should identify and take reasonable measures to verify the identity of the relevant natural person who holds the position of senior managing official.

Financial Institutions – The term “**Financial Institution**” means a Custodial Institution, a Depository Institution, an Investment Entity, or a Specified Insurance Company, where:

- (a) Custodial Institution means any entity that holds, as a substantial portion of its business, financial assets for the account of others. An entity holds financial assets for the account of others as a substantial portion of its business if the entity’s gross income attributable to the holding of financial assets and related financial services equals or exceeds 20 percent of the Entity’s gross income during the shorter of: (i) the three-year period that ends on 31 December (or the final day of a non-calendar year accounting period) prior to the year in which the determination is being made; or (ii) the period during which the entity has been in existence;

- (b) Depository Institution means any entity that accepts deposits in the ordinary course of a banking or similar business;

- (c) Investment Entity means any entity:

(A) that primarily conducts as a business one or more of the following activities or operations for or on behalf of a customer:

- i) trading in money market instruments (cheques, bills, certificates of deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading;
- ii) individual and collective portfolio management; or
- iii) otherwise investing, administering, or managing Financial Assets or money on behalf of other persons; or

(B) the gross income of which is primarily attributable to investing, reinvesting, or trading in Financial Assets, if the entity is managed by another entity that is a Depository Institution, a Custodial Institution, a Specified Insurance Company, or an Investment Entity described in limb (A) of this definition.

An entity is treated as primarily conducting as a business one or more of the activities described in limb (A), or an entity’s gross income is primarily attributable to investing, reinvesting, or trading in Financial Assets for purposes of limb (B) if the entity’s gross income attributable to the relevant activities equals or exceeds 50% of the entity’s gross income during the shorter of: (i) the three-year period ending on 31 December of the year preceding the year in which the determination is made; or (ii) the period during which the entity has been in existence. The term “Investment Entity” does not include an entity that is an Active Non-Financial Foreign Entity because it meets any of the criteria in subparagraphs (d) through (g) of the definition of Active NFE.

The preceding paragraph shall be interpreted in a manner consistent with similar language set forth in the definition of “financial institution” in the Financial Action Task Force Recommendations; and

- (d) Specified Insurance Company means any entity that is an insurance company (or the holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value Insurance Contract or an Annuity Contract.

Non-Financial Entity (NFE) – The term “**Non-Financial Entity**” or **NFE** means any Entity that is not a Financial Institution.

Non-Participating Jurisdiction – The term “**Non-Participating Jurisdiction**” means a jurisdiction that is not a Participating Jurisdiction.

Participating Jurisdiction – The term “**Participating Jurisdiction**” means a jurisdiction (i) with which an agreement is in place pursuant to which it will provide the information specified in Section I (of the CRS), and (ii) which is identified in a published list. The list of Virgin Islands Participating Jurisdictions can be found in the Official Gazette of the Virgin Islands and on the BVI ITA website http://www.bvi.gov.vg/sites/default/files/bvi_list_of_participating_jurisdictions_for_crs.pdf.

Participating Jurisdiction Financial Institution – The term “**Participating Jurisdiction Financial Institution**” means (i) any Financial Institution that is resident in a Participating Jurisdiction, but excludes any branch of that Financial Institution that is located outside such Participating Jurisdiction, and (ii) any branch of a Financial Institution that is not resident in a Participating Jurisdiction, if that branch is located in such Participating Jurisdiction.

Passive Non-Financial Entity (Passive NFE) – The term “**Passive Non-Financial Entity**” means (i) any NFE that is not an Active NFE and (ii) an Investment Entity located in a Non-Participating Jurisdiction managed by a Financial Institution.

¹ Measures (a) to (b) are not alternative options, but are cascading measures, with each to be used where the previous measure has been applied and has not identified a beneficial owner.