

## **Individual tax residency self-certification form INSTRUCTIONS**

**Please read these instructions before completing the form.**

填寫表格前，請先參閱下列指引。

Regulations based on the OECD Common Reporting Standard (“CRS”) require **Bank SinoPac Hong Kong Branch** to collect and report certain information about an account holder’s tax residence. Each jurisdiction has its own rules for defining tax residence, and jurisdictions have provided information on how to determine if you are resident in the jurisdiction on the OECD automatic exchange of information portal. In general, you will find that tax residence is the country/jurisdiction in which you live. Special circumstances may cause you to be resident elsewhere or resident in more than one country/jurisdiction at the same time (dual residency). If you are a U.S. citizen or tax resident under U.S. law, you should indicate that you are a U.S. tax resident on this form and you may also need to fill in an IRS W-9 form. For more information on tax residence, please consult your tax adviser or the information at the OECD automatic exchange of information portal.

根據經濟合作與發展組織(以下簡稱OECD)共同申報準則(Common Reporting Standard/以下簡稱CRS)的規定，要求永豐商業銀行股份有限公司香港分行(以下簡稱本行)收集並匯報帳戶持有人的稅務居留地。各管轄區對稅務居民定義不同，閣下可參閱OECD網站中各稅務管轄區所提供的說明。原則上居住之國家/管轄區為閣下之稅務居留地，如有特殊情形，閣下之稅務居留地將不只一處。如閣下為美國稅務居民，除了此表應填報為美國稅務居民外，尚須填寫IRS W-9表格。有關稅務居留地的詳情，請諮詢閣下的稅務顧問或參閱OECD所提供的說明。

If your tax residence (or the account holder, if you are completing the form on their behalf) is located outside Hong Kong, we may be legally obliged to pass on the information in this form and other financial information with respect to your financial accounts to Hong Kong Inland Revenue Department and they may exchange this information with tax authorities of another jurisdiction or jurisdictions pursuant to intergovernmental agreements to exchange financial account information.

若閣下之稅務居留地為香港以外國家，本行將依法匯報本表所載資料及閣下帳戶之財務帳戶資料給香港稅務局，香港稅務局將依與各稅務管轄區所簽訂的協議交換財務帳戶資訊。

This form will remain valid unless there is a change in circumstances relating to information, such as the account holder’s tax status or other mandatory field information, that makes this form incorrect or incomplete. In that case you must notify us and provide an updated self-certification.

本表將持續有效，除非情況改變導致閣下的稅務狀況變動或本表必填欄位的資料不正確或不完整。在上述情況中閣下務必通知本行，並提交最新的自我聲明書。

This form is intended to request information consistent with “The Inland Revenue (Amendment) (No. 3) Ordinance 2016” of Hong Kong.

本表係依香港《2016年稅務(修訂)(第3號)條例》要求設計以獲取所需資料。

Please fill in this form if you are an individual account holder, sole trader or sole proprietor. For joint or multiple account holders, use a separate form for each individual person.

若閣下為個人帳戶持有人、唯一交易商或獨資經營者，請填寫此表格。如屬聯名或多個帳戶持有人，每名獨立之個人請填寫一份獨立的表格。

Where you need to self-certify on behalf of an entity account holder, do not use this form. Instead, you will need an “*Entity tax residency self-certification*.” Similarly, if you are a controlling person of an entity, please fill in a “*Controlling person tax residency self-certification form*” instead of this form.

若閣下代表公司帳戶持有人作出自我聲明，請勿填寫本表，應填寫「法人稅務居留地自我聲明書」(CRS-E)；若閣下為法人之控權人，請填寫「控權人稅務居留地自我聲明書」(CRS-CP)。

If you are filling in this form on behalf of someone else. 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. A legal guardian should complete the form on behalf of an account holder who is a minor.

若閣下被授權填寫此份表格，請註明以什麼身份在第3部作出簽署。舉例而言，閣下可能是代表帳戶持有人的帳戶保管人或代表人，或者是根據授權書填寫表格。法定監護人應代表年幼之帳戶持有人填寫本表。

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

身為一家金融機構，本行不得提供稅務意見。

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.

閣下對本表有任何疑問，請洽詢閣下的稅務顧問尋求建議或請當地稅務機關提供判定稅務居留地的指引。您也可以在OECD自動交換資料網站上找到更多資訊，包含簽署CRS協議的國家及提供資料的細節。

OECD automatic exchange of information portal: <https://web-archive.oecd.org/tax/automatic-exchange/index.htm>

# Individual tax residency self-certification FORM 個人稅務居留地自我聲明書

(please complete parts 1-4 in BLOCK CAPITALS) 請以正楷填寫第1-4部分

<b>Part 1 – Identification of Individual Account Holder 第一部分 - 帳戶持有人身分識別資料</b>	
<b>A. Name of Account Holder 帳戶持有人姓名</b>	
Name in Chinese 中文姓名*	(姓氏) (名字)
Name in English 英文姓名*	(Last Name or Surname) (First or Given Name)
<b>B. Hong Kong Identity Card or Passport Number 香港身分證或護照號碼</b>	
<b>C. Current Residence Address (in English) 現時居住地址(英文)</b>	
Line 1 (e.g. House/Apt/Suite Name, Number, Street, if any)* 地址1(例：室/樓/座/大廈/屋苑名稱/門牌號碼/街道)	
Line 2 (e.g. Town/City/Province/County/State)* 地址2(例：鄉鎮/城市/省/州)	
Country 國家*	
Postal Code/ZIP Code (if any) 郵遞區號	
<b>D. Mailing Address: (please only complete in English if different to the address shown in Section B) 通訊地址 (如與居住地址不同時以英文填寫)</b>	
Line 1 (e.g. House/Apt/Suite Name, Number, Street) 地址1(例：室/樓/座/大廈/屋苑名稱/門牌號碼/街道)	
Line 2 (e.g. Town/City/Province/County/State) 地址2(例：鄉鎮/城市/省/州)	
Country 國家	
Postal Code/ZIP Code 郵遞區號	
<b>E. Date of Birth 生日* (dd/mm/yyyy)</b>	
<b>F. Place of Birth 出生地</b>	
Town or City of Birth 鄉鎮或城市	
Country of Birth 國家	

**Part 2 – Country/Jurisdiction of Residence for Tax Purposes and related Taxpayer Identification Number or equivalent number\* (“TIN”) 第二部分 - 稅務居留地及稅務編號 \***

Please complete the following table indicating (i) where the Account Holder is tax resident and (ii) the Account Holder’s TIN for each country/jurisdiction indicated. Countries/Jurisdictions adopting the wider approach may require that the self-certification include a tax identifying number for each country/jurisdiction of residence (rather than for each Reportable Jurisdiction).

請填寫下表，說明帳戶持有人之稅務居留地及其稅務識別號碼。填寫資料時請填寫所有帳戶持有人之所有稅務居留地資料(不僅限於須匯報的管轄區)。

If the Account Holder is tax resident in more than five countries/jurisdictions, please use a separate sheet  
如帳戶持有人超過5項稅務居留地，請填寫於另一張表格。

If a TIN is unavailable please provide the appropriate reason A, B or C where indicated below:

Reason A - The country/jurisdiction where the Account Holder is resident does not issue TINs to its residents

Reason B - The Account Holder is otherwise unable to obtain a TIN or equivalent number(Please explain why you are unable to obtain a TIN in the below table if you have selected this reason)

Reason C - No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction)

若無法提供稅務識別號碼，請填入原因A,B或C：

原因A - 帳戶持有人的稅務司法管轄區並無發出稅務識別號碼。

原因B - 帳戶持有人並無獲發稅務識別號碼。(選擇本項敬請說明原因)

原因C - 無須稅務識別號碼。(只有稅務司法管轄區的當地法律並不要求搜集稅務識別號碼方能選擇本項)

Country/Jurisdiction of tax residence 國家或稅務居留地	TIN 稅務識別號碼	If no TIN available enter Reason A, B or C 無法提供稅務識別號碼原因A,B或C	Explain why the account holder is unable to obtain a TIN if you have selected Reason B 如選取原因B，請說明不能取得稅務編號的理由
1			
2			
3			
4			
5			

**銀行專用 FOR BANK USE (To be completed by Business unit)**

- ☐ 未提供TIN稅務識別號碼的原因是否合理 ☐ 是,請留存客戶說明及判斷依據 ☐ 否，請客戶更新自我聲明書/補充說明
- ☐ 客戶所提供的TIN是否與OECD網站之TIN結構相同 ☐ 是 ☐ 否，請客戶更新自我聲明書或自客戶有效文件中搜尋  
OECD網站說明網址 Tax identification numbers (TINs) - Organisation for Economic Co-operation and Development (oecd.org)
- ☐ 客戶所提供之稅務居留地與其留存之證明文件、通訊資料或根據業務人員的了解是否一致 ☐ 是 ☐ 否,請客戶更新自我聲明書/補充說明
- ☐ 個人戶如僅提供CBI/RBI schemes 潛在高風險國家，已完成加強程序申報資料合理 ☐ 無此狀況 ☐ 是 ☐ 否,但已修正 (檢核本表Part 3)

經營業務人員簽名 \_\_\_\_\_ 作業人員簽名 \_\_\_\_\_

## Part 3 – Due Diligence for Citizenship / Residency by Investment

### 第3部分– 以投資方式取得公民身份或居留權的盡職審查

如果您在第2部分中只列出了一個稅務居所管轄區,而該管轄區包含在下面的名單中<sup>(註一)</sup>, 請填寫第3部分

許多管轄區都提供“投資公民”(CBI)和“投資居民”(RBI)計劃,允許外國人投資當地或付出一筆費用以取得公民身份或短暫或永久居留權。

根據CRS的第VII節,如在CRS自我證明表格上只列出了一個稅務居所管轄區,而該管轄區又是提供“投資公民”(CBI)和“投資居民”(RBI)計劃的管轄區,金融機構必須進行進一步的盡職審查(見OECD名單)<sup>(註一)</sup>。

Complete Part 3 if you have listed only one “Jurisdiction of Tax Residence” in Part 2 AND that jurisdiction is included in the list below<sup>1</sup>

Citizenship by Investment (CBI) and Residence by Investment (RBI) programs are being offered by a substantial number of jurisdictions and allow foreign individuals to obtain citizenship or temporary or permanent residence rights based on a local investment for a flat fee.

Under Section VII of the CRS, financial institutions are required to perform additional due diligence for any individual or controlling person(s) opening an account in a participating CRS jurisdiction where the sole tax residence on the CRS self-certification form is a CBI or RBI jurisdiction (per the OECD list)<sup>1</sup>.

1. 您是否根據CBI / RBI計劃取得公民身份或居留權? ☐ 是 Yes ☐ 否 No  
Did you obtain residence rights under a CBI / RBI scheme?
2. 您是否擁有其他管轄區的居留權? ☐ 是 Yes ☐ 否 No  
Do you hold residence rights in any other jurisdiction(s)?
3. 在上一年度,您是否曾在其他管轄區停留超過90天? ☐ 是 Yes ☐ 否 No  
Have you spent more than 90 days in any other jurisdiction(s) during the previous year?
4. 在上一年度,您是否曾向其他管轄區申報入息? ☐ 是 Yes ☐ 否 No  
Have you filed income tax returns in any other jurisdiction(s) during the previous year?

如以上任何一個選項為“是”,請更新第2部分 – 稅務居所管轄區以及相關的納稅人身份號碼(TIN)或等效證明,或提供合理解釋說明為何該管轄區並非稅務居所。

If you answered “Yes” to any of the above questions, please update Part 2 – Country of Tax Residence and related Taxpayer Identification Number (TIN) or equivalent reflecting the above resulting jurisdictions or provide a reasonable explanation of why the jurisdiction is not a tax residency

註一:管轄區(2020年第4季): Antigua and Barbuda, Bahamas, Bahrain, Barbados, Cyprus, Dominica, Grenada, Malta, Saint Kitts and Nevis, Saint Lucia, Seychelles, Turks and Caicos Islands, United Arab Emirates (UAE), and Vanuatu. 詳情請參閱經合組織網頁: <https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/residence-citizenship-by-investment/>  
Note 1: Jurisdictions as of 4Q2020: Antigua and Barbuda, Bahamas, Bahrain, Barbados, Cyprus, Dominica, Grenada, Malta, Saint Kitts and Nevis, Saint Lucia, Seychelles, Turks and Caicos Islands, United Arab Emirates (UAE), and Vanuatu. Please refer to OECD website for details: <https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/residence-citizenship-by-investment/>

#### Part 4 – Declarations and Signature\* 第四部分 - 聲明及簽署\*

I have read the “Circular to Customers and Other Individuals relating to the Personal Data (Privacy) Ordinance” of Bank SinoPac (website: <https://bank.sinopac.com/upload/sinopac/spbtBookMark/18e31c0409100000028d.pdf>) and understand that the information supplied by me is covered by the full provisions of the terms and conditions governing the Account Holder’s relationship with **Bank Sinopac Hong Kong Branch** setting out how **Bank Sinopac Hong Kong Branch** may use and share the information supplied by me.

本人已詳閱永豐商業銀行股份有限公司「致資料當事人及個別人士關於《個人資料（私隱）條例》通知書」（網址：<https://bank.sinopac.com/upload/sinopac/spbtBookMark/18e31c0409100000028d.pdf>），並已了解永豐商業銀行股份有限公司香港分行提供與帳戶持有人相關的所有條款與細則，及永豐商業銀行股份有限公司香港分行可能會使用或分享本人提供之資訊。

I acknowledge that the information contained in this form and information regarding the Account Holder 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.

本人知悉關於帳戶持有人於本表中所載之資訊及應申報帳戶可能提供給當地稅務機關，且稅務機關會與其他已簽訂跨政府財務帳戶資料協議之國家或稅務轄區交換財務帳戶資料。

I certify that I am the Account Holder (or am authorized to sign for the Account Holder) of all the account(s) to which this form relates.

本人聲明為帳戶持有人(或已獲帳戶持有人授權)而簽署本表。

**I declare that all statements made in this declaration are, to the best of my knowledge and belief, correct and complete.** 本人聲明盡本人所知及所信，此表格所提供的資料均為正確及完整。

I undertake to advise **Bank Sinopac Hong Kong Branch** within **30 days** of any change in circumstances which affects the tax residency status of the individual identified in Part 1 of this form or causes the information contained herein to become incorrect or incomplete, and to provide **Bank Sinopac Hong Kong Branch** with a suitably updated self-certification and Declaration within **30 days** of such change in circumstances.

本人承諾，當發生任何環境變化導致帳戶持有人之稅務居留地改變或使此表格所載資料失實或不完整，將於變動發生後**30日**內通知永豐商業銀行股份有限公司香港分行，並於變動後**30日**內提供更新的自我聲明書。

Signature簽署: \* \_\_\_\_\_

Print name姓名: \* \_\_\_\_\_

Date日期:\*(dd/mm/yyyy) \_\_\_\_\_

**Note:** If you are not the Account Holder 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.

附註：若閣下非帳戶持有人，請註明閣下簽署表格的身分。如閣下是依據授權書簽署，請檢附經核證之授權書副本。

Capacity: 身分聲明\* \_\_\_\_\_