

# TAX INFORMATION EXCHANGE PACK

## SELF-CERTIFICATION FORM FOR INDIVIDUALS

Utmost Wealth Solutions is the brand used by a number of Utmost companies. This item is issued by Utmost Limited, Utmost PanEurope dac and Utmost Trustee Solutions.

### IMPORTANT NOTES

This pack has been created based on our interpretation of the Foreign Account Tax Compliance Act (FATCA) and the Common Reporting Standard (CRS) as at 1 January 2020 and may change in the future.

#### HOW TO COMPLETE THIS FORM

Complete this form in full using **blue or black ink** and **BLOCK CAPITALS**. If you make a mistake, cross it out, put in the correct details and sign your initials next to the correction. **Do not use correction fluid.**

#### WHY HAVE I BEEN ASKED TO COMPLETE THIS FORM?

You have been asked to complete this form so the relevant **Company** can accurately report your policy under the Isle of Man and Ireland tax information exchange agreements, including FATCA and the CRS. This may be due to a change of circumstances on your policy, which potentially changes the status under these agreements, such as a full assignment, or because we do not currently hold sufficient information on your policy to enable us to report your account correctly.

This form should be signed by:

- › The policyholder
- › Those persons authorised to sign on behalf of the policyholder, for example their Power of Attorney or court appointed Deputy where appropriate documentation is held by us
- › The relevant individuals linked to the trust where Utmost Trustee Solutions are the appointed trustee. Where a beneficiary is a minor, it would be acceptable for a parent or legal guardian to sign on their behalf.

#### WHAT HAPPENS IF I DO NOT COMPLETE THIS FORM?

Completion of this form is a regulatory requirement and is therefore **mandatory**. Failure to provide information when requested could lead to your details being reported incorrectly, or without the necessary information. This may ultimately lead to investigations by your local tax jurisdiction. We will continue to remind anyone who fails to provide a completed self-certification at least annually.

#### TERMS USED IN THIS FORM

The 'Company' refers to Utmost Limited, Utmost PanEurope dac or Utmost Trustee Solutions or any subsidiary of the 'Company' where appropriate.

#### ONCE COMPLETE, WHERE SHOULD I RETURN THIS FORM?

For **Utmost Limited** or **Utmost Trustee Solutions**:

Royalty House, Walpole Avenue, Douglas, Isle of Man, IM1 2SL, British Isles.

**OR**

For **Utmost PanEurope dac**:

**For Selection, Delegation, Generation**

**Planning Bond or ex-Athora policies:**

Ashford House, Tara Street, Dublin 2,  
D02 VX67, Ireland

**For Ex-Aviva policies:**

Navan Business Park, Athlumney,  
Co. Meath, C15 CCW8, Ireland

## A WEALTH *of* DIFFERENCE

Utmost Wealth Solutions is a trading name used by a number of Utmost companies. Utmost Trustee Solutions is the trading name used by Utmost Trustee Solutions Limited. This item has been issued by Utmost Limited, Utmost PanEurope dac and Utmost Trustee Solutions Limited.

The following companies are registered in the Isle of Man: Utmost Limited (No 056473C), Utmost Administration Limited (No 109218C) and Utmost Trustee Solutions Limited (No 106739C) which are regulated or licensed by the Isle of Man Financial Services Authority. Utmost Services Limited (No 059248C) is an appointed representative of Utmost Limited. Each has its registered office at: Royalty House, Walpole Avenue, Douglas, Isle of Man, IM1 2SL, British Isles. Utmost Limited is authorised in the UK by the Financial Conduct Authority (160418).

Utmost PanEurope dac (No 311420), trading as Utmost Wealth Solutions, is regulated by the Central Bank of Ireland. Its registered office is Navan Business Park, Athlumney, Navan, Co. Meath C15 CCW8, Ireland.

Where required, all promotional material has been approved by Utmost Limited which is authorised in the UK by the Financial Conduct Authority.

UL PR 0027/01.10.2021

## NOTES ON TAX RESIDENCY

Your tax residence is generally the country in which you live for more than half a year. Special circumstances (such as studying abroad, working overseas, or extended travel) may cause you to be tax resident elsewhere or tax resident in more than one country at the same time (dual tax residency). The country/countries in which you pay income tax are likely to be your country/countries of tax residence. If you are a US citizen or hold a US passport or green card, you will also be considered tax resident in the US even if you live outside the US. You can find more information on tax residency at <http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/>


## HOW WE USE YOUR INFORMATION

Our Privacy Notice explains when and why we collect personal information about our customers, how we use it, the conditions under which we may share it with others and how we keep it secure. It also explains how long we keep customer information for, how a customer can obtain details of the information we keep and the choices customers have about how we use that information. You can find a copy at [www.utmostinternational.com/privacy-statement](http://www.utmostinternational.com/privacy-statement) or you can request a copy from the relevant Customer Service team.


## ADDITIONAL INFORMATION

Should you require any further information or assistance, you can visit our website or contact us:

### Utmost Limited/Utmost Trustee Solutions


 +44 (0) 1624 643 345


 [customersupport@utmostwealth.com](mailto:customersupport@utmostwealth.com)


 [www.utmostinternational.com](http://www.utmostinternational.com)

### Utmost PanEurope dac


#### For Selection, Delegation and Generation Planning Bond policies:


 0845 602 9281


 [info@utmostwealthsolutions.ie](mailto:info@utmostwealthsolutions.ie)

 [www.utmostinternational.com](http://www.utmostinternational.com)


#### For Ex-Athora policies:

 0845 602 9281


 [wm@utmost.ie](mailto:wm@utmost.ie)

 [www.utmostinternational.com](http://www.utmostinternational.com)

#### For Ex-Aviva policies:

 +353 46 909 9700

 [client.services@utmost.ie](mailto:client.services@utmost.ie)

 [www.utmostinternational.com](http://www.utmostinternational.com)

**A** INDIVIDUAL SELF-CERTIFICATION

**Person 1**

1 Bond provider  Utmost Limited  Utmost PanEurope dac

2 Policy number

3 Trust (TR) number (if applicable)      N/A

4 Full name

5 Date of birth

6 Permanent residential address

Postcode     -

7 Telephone number

8 Email address

Trust (TR) number only required for clients that have Utmost Trustee Solutions appointed as the professional trustee.

Include at least one form of contact information as we may need to contact you regarding the completion of this form.

Complete the below questions as appropriate. If you are tax resident in multiple jurisdictions, it may be applicable for you to complete more than one. If you are a tax resident in more than one jurisdiction, question 12 must be completed.

9 UK Tax Resident  If 'yes', tick here

UK National Insurance Number (NI)   -   -   -   -

10 US Tax Resident  If 'yes', tick here

US Tax Identification Number (TIN)    -   -

11 Other Tax Resident  If 'yes', tick here

Country of tax residency	Tax reference number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

12 If you are tax resident in **more than one** jurisdiction, confirm your **primary** jurisdiction of tax residence below, based on the terms applicable Double Taxation Agreement.

13 If a NI, TIN or other tax reference has not been provided in questions 9-11, provide details below.

The above person is unable to obtain an NI, TIN or tax reference number due to:

a) The country where this person pays tax does not issue tax reference numbers to its residents

b) The person completing this form is unable to obtain a tax reference number (provide explanation below)

For example, a child who is a beneficiary of a trust may not have a tax reference number. Please note, you should take reasonable steps to obtain and provide a tax reference to the Company at the earliest opportunity.

**I declare** that the information provided on this form is, to the best of my knowledge and belief, accurate and complete.

**I understand and agree** that the information provided to the **Company** may be shared with the **Isle of Man Government** or **Irish Government** in accordance with various information exchange agreements, including FATCA and the CRS.

**I agree** to inform the **Company** immediately should any information provided by me within this pack change, **and understand** that I am obliged to do so.


**SIGNATURE**

**Person 1**


Print full name


Date signed

d	d	m	m	y	y	y	y
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 Should any of the information provided within this form change in the future, please ensure you advise us of the changes promptly.

**B** ADDITIONAL PERSON(S) - Photocopy as required

Person  of

1 Bond provider  Utmost Limited  Utmost PanEurope dac

2 Policy number

3 Trust (TR) number (if applicable)      N/A

4 Full name


5 Date of birth


6 Permanent residential address


Postcode     -

7 Telephone number

8 Email address

If there is more than 1 additional person, photocopy the necessary pages, complete, sign and attach securely to this form. 

Trust (TR) number only required for clients that have Utmost Trustee Solutions appointed as the professional trustee. 

Include at least one form of contact information as we may need to contact you regarding the completion of this form. 

Complete the below questions as appropriate. If you are tax resident in multiple jurisdictions, it may be applicable for you to complete more than one. If you are a tax resident in more than one jurisdiction, question 12 must be completed.

9 UK Tax Resident  If 'yes', tick here

UK National Insurance Number (NI)  
   -    -    -    -

10 US Tax Resident  If 'yes', tick here

US Tax Identification Number (TIN)  
    -    -

11 Other Tax Resident  If 'yes', tick here

Country of tax residency	Tax reference number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>


12 If you are tax resident in **more than one** jurisdiction, confirm your **primary** jurisdiction of tax residence below, based on the terms applicable Double Taxation Agreement.

13 If a NI, TIN or other tax reference has not been provided in questions 9 -11, provide details below.

The above person is unable to obtain an NI, TIN or tax reference number due to:

a) The country where this person pays tax does not issue tax reference numbers to its residents

b) The person completing this form is unable to obtain a tax reference number (provide explanation below)

For example, a child who is a beneficiary of a trust may not have a tax reference number. Please note, you should take reasonable steps to obtain and provide a tax reference to the Company at the earliest opportunity. 

I **declare** that the information provided on this form is, to the best of my knowledge and belief, accurate and complete.

I **understand and agree** that the information provided to the **Company** may be shared with the **Isle of Man Government** or **Irish Government** in accordance with various information exchange agreements, including FATCA and the CRS.

I **agree** to inform the **Company** immediately should any information provided by me within this pack change, **and understand** that I am obliged to do so.

Person  of


**SIGNATURE**

Print full name

Date signed

d	d	m	m	y	y	y	y
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 Should any of the information provided within this form change in the future, please ensure you advise us of the changes promptly.