



Head Office: 51 Half Way Tree Road, Kingston 10  
 Tel: 936-3800 | Fax: (876) 929-8118 | Email: info@cwjcu.com | Website: [www.cwjcu.com](http://www.cwjcu.com)

## Self-Certification of Residency Form

Jamaica's regulation based on the OECD Common Reporting Standard ("CRS") requires the C&WJCCUL to collect and report certain information about an account holder's tax residence status. Please note that the C&WJCCUL may be legally required to report information provided in this form and other financial information about the financial account(s) to which this form relates to the Tax Administration of Jamaica ("TAJ"). In turn, TAJ may exchange the reported information with the tax authorities in the country or countries in which you are a tax resident.

Please complete the sections below as directed and provide any additional information that is requested.

If you are completing this form on behalf of someone else, please state the "capacity" in which you are signing this form under the Declaration section. For example, you might be completing this form as a custodian or nominee or executor or under power of attorney or as a legal guardian on behalf of an account holder who is a minor.

Please note that where there are joint account holders each Account Holder is required to complete a separate Self-Certification form.

As a financial institution, the C&WJCCUL does not provide tax advice to its customers.

If you have any questions about determining your tax residency status, please contact a professional Tax Adviser or visit the OECD website: <http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/>.

### SECTION 1: IDENTIFICATION OF MEMBER

Name: .....  
 (First, Middle, Last)

Date of Birth: ..... Country of Birth: ..... Parish of Birth: .....  
 (dd/mm/yyyy)

Residential Address: .....

Note: If the residential address provided here differs from our existing bank records, we will treat this as your current residential address and update our bank records accordingly.

Mailing Address (if different from above): .....

Branch (at which account is maintained): ..... Member No.: .....

### SECTION 2: DECLARATION OF CITIZENSHIP AND/OR RESIDENCE FOR TAX PURPOSES

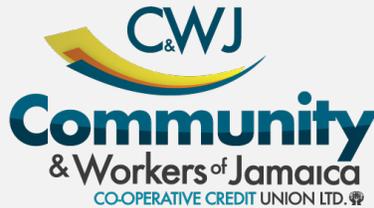
Please tick either (a) or (b) and complete as appropriate.

- (a)  I hereby confirm that I am, for tax purposes, not a resident of any other country except Jamaica, and my TRN number is: .....
- (b)  I hereby confirm that I am, for tax purposes, resident of another country except Jamaica. (Complete Section 3)

### SECTION 3: DECLARATION OF TAX RESIDENCY (OTHER THAN JAMAICA)

I hereby confirm that I am, for tax purposes, resident in the following countries (indicate the tax reference type and number applicable in each country).

| Country/countries of tax residency | Tax reference type (eg. TRN, SSN, TIN) | Tax Reference Number/Tax Identification Number | If TIN or equivalent is unavailable, please state reason (A, B or C) |
|------------------------------------|--|--|--|
|                                    |  |  |  |
|                                    |  |  |  |
|                                    |  |  |  |



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- Reason A** – The country/jurisdiction where Account Holder is liable to pay tax does not issue TIN to its residents.
- Reason B** – The Account Holder is otherwise unable to obtain a TIN or equivalent number.
- Reason C** – No TIN is required (note: only select this reason if the authorities of the country of residence for tax purposes do not require the TIN to be disclosed).

For Reason B, please explain reason of Account Holder unable to obtain TIN or equivalent number:

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**SECTION 4: DECLARATION, UNDERTAKING AND CONSENT**

- I declare that the information provided in this form is, to the best of my knowledge and belief, accurate and complete.
- I undertake to advise C&WJCCU promptly and provide an updated Self-Certification of Residency 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.
- I hereby consent to C&WJCCU sharing (whether directly or indirectly) with tax authorities or such other party the information contained in this form and/or a copy of this form, information pertaining to my accounts within the Credit Union, and to disclose any additional documentation or information that is in the possession of C&WJCCU and is relevant to my claiming any benefits on the basis of this certification.

Name of Signatory: ..... Signature: ..... Date: .....  
(dd/mm/yyyy)

Identification number: ..... Identification Type: ..... Expiry Date: .....  
(Voters ID, Passport or Drivers Licence) (dd/mm/yyyy)

Capacity (Only applicable if you are not the Account Holder): .....  
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.

**SECTION 5: CREDIT UNION USE ONLY**

*Staff Member Certification*

Following my assessment of the AML/KYC information and documentation provided by the above-mentioned member, I confirm that the self-certification provided seems:

- Reasonable
- Unreasonable and the Member was asked to provide a revised Self-Certification of Residency form.

Name of Signatory: ..... Signature: ..... Date: .....

**DEFINITIONS**

**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 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. With respect to a jointly held account, each joint holder is treated as an Account Holder.

**Financial Account** - Means an account maintained by a Financial Institution, and includes Depository Accounts, Custodial Accounts, Equity and debt interest or profit income in certain Investment Entities; Cash Value Insurance or Takaful Contracts and Annuity Contracts.

**Reportable Account** - Includes an account held by one or more Reportable Persons.

**Reportable Person** - A Reportable Person is defined as an individual who is tax resident in a Reportable Jurisdiction under the tax laws of that jurisdiction.

**TIN** - Means Taxpayer Identification Number or functional equivalent in the absence of a Taxpayer Identification Number. Further details of acceptable TINs can be found at: <https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/>

**DISCLAIMER:** The above are selected definitions to assist you with the completion of this Form. Should you have any questions, please contact your tax, legal and/or other professional advisor or visit the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information (the 'CRS') website at: <http://www.oecd.org/tax/transparency/automaticexchangeofinformation.htm>