



Completing tax forms in the Portuguese market

Mod.21-RFI

September 2020

Completing tax forms in the Portuguese market - Mod.21-RFI

September 2020

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Foreword

The purpose of this document is to provide assistance to customers in completing Modulario 21-RFI (Mod.21-RFI) required by local tax authorities and/or regulators in connection with applications for relief or quick reclaim of tax on dividend from holdings in equities in the Portuguese market.

How this document is organised

First, some introductory information is provided:

"In what circumstances should I submit these forms?" on page 1;

"How do I get hold of these forms?" on page 2.

This is followed by detailed guidance for completing the forms:

"Completing the Mod. 21-RFI" on page 5;

Contact details

For further information or if you have specific questions regarding this report, please contact us at tax@clearstream.com.

Disclaimer

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Foreword

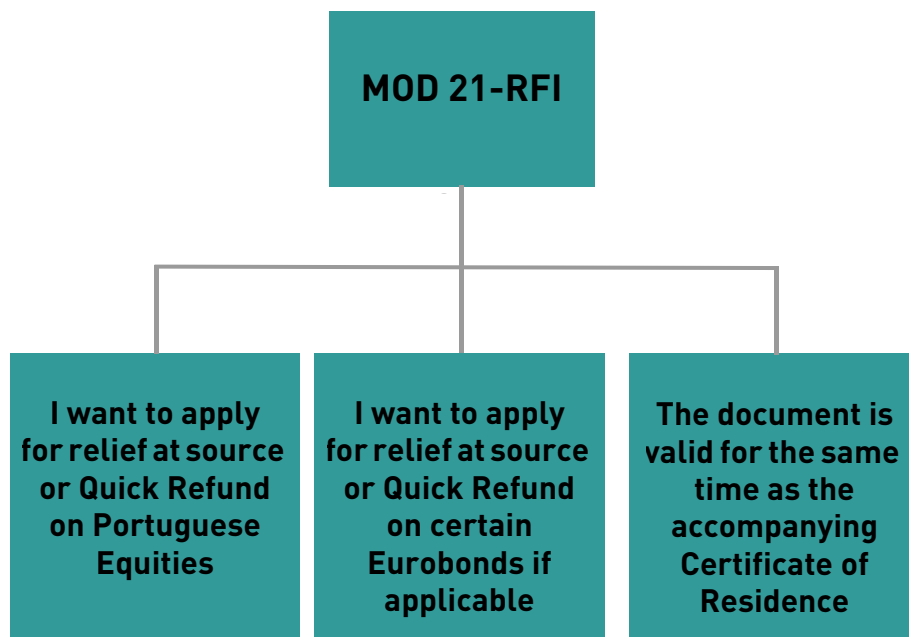
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In what circumstances should I submit these forms?

If you hold Portuguese equities or certain Eurobonds and want to:

- obtain relief at source or apply for a quick refund on tax withheld on dividends; or
- renew your Mod.21-RFI;

then a Mod.21-RFI must be provided to Clearstream Banking along with a Position Breakdown report. The Mod.21-RFI must be certified with a separate certificate of residence (COR). The validity of the Mod.21-RFI is determined by the validity of the COR.



How do I get hold of these forms?

How do I get hold of these forms?

Follow these four steps to retrieve the Mod.21-RFI.

Step 1. Go to the Financial Portal of the Portuguese government website



In your web browser, enter the URL:

http://info.portaldasfinancas.gov.pt/pt/apoio_contribuinte/modelos_formularios/double_tax_conventions

Double Taxation Agreements (DTA) signed by Portugal

Useful Forms

Note: The form is issued in three copies, being the fourth page the reverse side/second page of each copy, so that the fourth page has to be printed out in triplicate.

| 10 | ▼ | Elementos por página | Filtrar: | <input type="text"/> |
|---|---|----------------------|----------|----------------------|
| Título | | | | |
|  | Mod. 21 - RFI - Claim for total or partial exemption from Portuguese withholding tax, under the Convention for the Avoidance of Double Taxation between Portugal and... | | | |
|  | Mod. 22 - RFI - Claim for repayment of Portuguese tax on dividends from shares and interest from debt securities, under the Convention for the Avoidance of Double Taxation between Portugal and... | | | |

Click on the respective icon to download the Mod.21-RFI.

How do I get hold of these forms?

Step 2. Save the document

The image shows a screenshot of a Portuguese tax form titled "MOD. 21-RFI" from the "REPÚBLICA PORTUGUESA MINISTÉRIO DAS FINANÇAS". The form is for "PEDIÇÃO DE DISPENSA TOTAL OU PARCIAL DE RETENÇÃO NA FONTE DO IMPOSTO PORTUGUÊS, EFETUADO AO ABRIGO DA CONVENÇÃO PARA EVITAR A DUPLA TRIBUTAÇÃO ENTRE PORTUGAL E: CLAIM FOR TOTAL OR PARTIAL EXEMPTION FROM PORTUGUESE WITHHOLDING TAX, UNDER THE CONVENTION FOR THE AVOIDANCE OF DOUBLE TAXATION BETWEEN PORTUGAL".

Overlaid on the form is a Firefox file dialog titled "Opening RFI_21_uk.pdf". The dialog shows the file "RFI_21_uk.pdf" (44.2 kB) from "http://info.portaldasfinancas.gov.pt". The user is asked "What should Firefox do with this file?" and has selected "Save File".

The form includes sections for "IDENTIFICAÇÃO DO BENEFICIÁRIO" (IDENTIFICATION OF THE BENEFICIARY) and "IDENTIFICAÇÃO DOS RENDIMENTOS" (DESCRIPTION OF THE INCOME). The "IDENTIFICAÇÃO DOS RENDIMENTOS" section includes a table with columns for "QUANTIDADE" (NUMBER OF SHARES) and "1 - DIVIDENDOS" (1 - DIVIDENDS).

| QUANTIDADE | 1 - DIVIDENDOS |
|----------------|----------------|
| 1.1 - DE AÇÕES | 1.1 - DE AÇÕES |

IMPORTANT!

This document must be printed double-sided with page 4 on the reverse side of each page. That is 1/4, 2/4 and 3/4.


Clearstream Banking only requires page 1 (copy for the entity obliged to withhold tax) and 4 of Mod. 21-RFI. It must be printed double-sided with page 4 on the reverse side of page 1.

How do I get hold of these forms?

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Completing the Mod. 21-RFI

Part I. Identification of the beneficial owner

| | | |
|--|--|------------------------------|
|  REPÚBLICA PORTUGUESA MINISTÉRIO DAS FINANÇAS | AUTORIDADE TRIBUTÁRIA E ADUANEIRA - AT DSRI - Direção de Serviços de Relações Internacionais Av.ª Eng.º Duarte Pacheco, 28 - 4º 1099 - 013 Lisboa PORTUGAL Tel: 351.21.3834200 Fax: 351.21.3834414 E-mail: dsri@at.gov.pt | MOD. 21-RFI |
| PEDIDO DE DISPENSA TOTAL OU PARCIAL DE RETENÇÃO NA FONTE DO IMPOSTO PORTUGUES, EFETUADO AO ABRIGO DA CONVENÇÃO PARA EVITAR A DUPLA TRIBUTAÇÃO ENTRE PORTUGAL E: CLAIM FOR TOTAL OR PARTIAL EXEMPTION FROM PORTUGUESE WITHHOLDING TAX, UNDER THE CONVENTION FOR THE AVOIDANCE OF DOUBLE TAXATION BETWEEN PORTUGAL AND: | | |

Add the country of residence of the beneficial owner applying for reclaim.

| | | | |
|---|--------------------|---|---|
| I IDENTIFICAÇÃO DO BENEFICIÁRIO EFETIVO DOS RENDIMENTOS IDENTIFICATION OF THE BENEFICIAL OWNER OF THE INCOME | | | |
| NOME / DENOMINAÇÃO SOCIAL NAME / BUSINESS NAME | | | |
| DOMICÍLIO FISCAL (Rua, número e andar) TAX RESIDENCE (Street, number and floor) | | Número de Identificação Fiscal (NIF) no país de residência Tax Identification Number (TIN) in the country of residence | |
| CÓDIGO POSTAL POSTCODE | LOCALIDADE CITY | PAÍS COUNTRY | NIF PORTUGUÊS (Ver Instruções) PORTUGUESE TIN (see instructions) |
| CORREIO ELETRÓNICO: E-MAIL: | | | |

This part must be completed with the details of the beneficial owner. The form should identify the beneficial owner, intended as the entity or natural person recipient of the income, unconstrained by a contractual or legal obligation to pass on the payment received to another person.

In the completion of the forms, abbreviations should only be used if they are part of the legal name of the beneficiary (for example, Ltd).

Unless specified, all fields are mandatory:

- Name/Business Name;
- Tax residence (street, number and floor);
- Tax identification number (TIN) in the country of residence;
- Postcode;
- City;
- Country;
- Portuguese TIN, if any. If none, a specific TIN request should be addressed to Clearstream using the TIN request template (if none, leave in blank, to be completed by the depository).
- Email, this field is not mandatory.

Completing the Mod. 21-RFI

Part II. Identification of the Income

| II IDENTIFICAÇÃO DOS RENDIMENTOS DESCRIPTION OF THE INCOME | |
|---|---|
| 1 - DIVIDENDOS 1.1 - DE AÇÕES | 1 - DIVIDENDS 1.1 - FROM SHARES <input type="checkbox"/> |
| QUANTIDADE NUMBER OF SHARES | ENTIDADE EMITENTE OU CÓDIGO ISIN ISSUER OR ISIN CODE |
| | |
| | |
| | |

In this part, customers must complete:

- Dividends from shares (1.1): Select the type of income for which the DTT application is claimed by ticking the box;
- Number of shares: quantity held for which the DTT application is claimed;
- Issuer or ISIN code: the name of the issuer or ISIN code of the security.

Part III. Proof of the beneficial owner's state of residence

| III PROVA DA RESIDÊNCIA FISCAL DO BENEFICIÁRIO EFETIVO PROOF OF THE BENEFICIAL OWNER'S STATE OF RESIDENCE | |
|--|--------------------------|
| <p>ESTE FORMULÁRIO APENAS É VÁLIDO QUANDO ACOMPANHADO DE PROVA DE RESIDÊNCIA FISCAL. PARA EFEITOS DE PROVA DA RESIDÊNCIA FISCAL, NO PERÍODO EM CAUSA, DA ENTIDADE IDENTIFICADA NO QUADRO I É JUNTO CERTIFICADO DE RESIDÊNCIA FISCAL EMITIDO PELAS AUTORIDADES COMPETENTES DO RESPECTIVO ESTADO DE RESIDÊNCIA, NOS TERMOS DO ARTIGO 4.º DA CONVENÇÃO PARA EVITAR A DUPLA TRIBUTAÇÃO, ATESTANDO A SUJEIÇÃO A IMPOSTO.</p> <p><i>THIS FORM IS ONLY VALID WHEN ACCOMPANIED BY PROOF OF THE BENEFICIAL OWNER'S STATE OF RESIDENCE FOR THE PURPOSE OF PROOF OF THE BENEFICIAL OWNER'S STATE OF RESIDENCE, IN THE PERIOD CONCERNED, OF THE ENTITY IDENTIFIED IN BOX I A CERTIFICATE ISSUED BY THE COMPETENT AUTHORITIES OF THE RESPECTIVE STATE OF RESIDENCE SHALL BE ATTACHED, WITHIN THE PROVISIONS OF ARTICLE 4 OF THE CONVENTION FOR THE AVOIDANCE OF DOUBLE TAXATION, PROVING THE TAX LIABILITY.</i></p> | <input type="checkbox"/> |

EXEMPLAR DESTINADO À ENTIDADE OBRIGADA A EFETUAR A RETENÇÃO NA FONTE
COPY FOR THE ENTITY OBLIGED TO WITHHOLD TAX 1

The form is valid only if accompanied by a specific certificate of residence (COR). The box must be ticked to mark the attachment of the COR.

The COR must be issued by the competent tax authorities of the other contracting state and should confirm:

- The residency of the beneficial owner for tax purposes during the period when the withholding took place; and
- That the beneficial owner is subject to tax in the country of residence, within the provisions of article 4 of the convention for the avoidance of double taxation.

Part IV. Questions to be answered by the beneficial owner

| | |
|---|--|
| IV | QUESTIONÁRIO (A RESPONDER PELO BENEFICIÁRIO DO RENDIMENTO) QUESTIONS (TO BE ANSWERED BY THE BENEFICIAL OWNER) |
| <p>A - A PREENCHER POR PESSOAS SINGULARES E POR PESSOAS COLETIVAS <i>A - TO BE FILLED IN BY INDIVIDUALS, COMPANIES AND ANY OTHER BODY OF PERSONS</i></p> <p>1 - Dispõe de estabelecimento estável ou instalação fixa em Portugal ? <i>1 - Do you have a permanent establishment or a fixed base in Portugal?</i> Sim Yes <input type="checkbox"/> Não No <input type="checkbox"/></p> <p>2 - Participa no capital social da(s) entidade(s) devedora(s) dos rendimentos em percentagem igual ou superior a 10% ? <i>2 - Do you participate in the share capital of the debtor(s) of income in a percentage of 10% or more?</i> Sim Yes <input type="checkbox"/> Não No <input type="checkbox"/></p> <p>Em caso afirmativo, indique a(s) entidade(s) e a(s) percentagem(ns) correspondente(s) <i>If yes, please indicate the debtor(s) and the corresponding percentage(s)</i></p> <p>_____</p> <p>_____</p> <p>3 - Pertence aos órgãos sociais da(s) entidade(s) devedora(s) dos rendimentos ? <i>3 - Do you belong to the board of directors or to the supervisory board of the debtor(s) of the income?</i> Sim Yes <input type="checkbox"/> Não No <input type="checkbox"/></p> <p>Em caso afirmativo especifique <i>If yes, please specify</i> _____</p> <p>_____</p> <p>B - A PREENCHER SOMENTE POR PESSOAS SINGULARES <i>B - TO BE FILLED IN ONLY BY INDIVIDUALS</i></p> <p>1 - No(s) ano(s) civil(is) em que os rendimentos vão ser pagos ou colocados à sua disposição, vai residir em Portugal ? <i>1 - Will you stay in Portugal during the calendar year(s) in which the income will be paid or put at your disposal?</i> Sim Yes <input type="checkbox"/> Não No <input type="checkbox"/></p> <p>Em caso afirmativo, indique a estimativa do número de dias de permanência <i>If yes, please indicate the estimated number of days of your stay</i> <input type="text"/></p> <p>2 - Dispõe de habitação permanente em Portugal ? <i>2 - Do you have a permanent home in Portugal?</i> Sim Yes <input type="checkbox"/> Não No <input type="checkbox"/></p> <p>Em caso afirmativo, indique o endereço <i>If yes, please indicate the address</i> _____</p> <p>3 - Indique a sua data de nascimento (AAAA/MM/DD) _____ e a nacionalidade _____ <i>3 - Please indicate your date of birth (YYYY/MM/DD) _____ and your nationality _____</i></p> | |

This part is mandatory: To be completed by the beneficial owner - part A and/or B depending on legal status.

Completing the Mod. 21-RFI

Part V. Identification of the financial intermediary

| | |
|---|--|
| V | IDENTIFICAÇÃO DO INTERMEDIÁRIO FINANCEIRO NÃO RESIDENTE EM PORTUGAL <i>IDENTIFICATION OF THE FINANCIAL INTERMEDIARY NON RESIDENT IN PORTUGAL</i> |
| NOME/DENOMINAÇÃO SOCIAL <i>NAME/BUSINESS NAME</i> | |
| DOMICÍLIO FISCAL <i>TAX RESIDENCE</i> | |
| CÓDIGO POSTAL <i>POSTCODE</i> | |
| LOCALIDADE <i>CITY</i> | PAÍS <i>COUNTRY</i> |
| NIF no país de residência <i>TIN in the country of residence</i> | |

This part must be completed with the following details:

Name/business name: Clearstream Banking Luxembourg

Tax residence: 42, Avenue JF Kennedy

Postcode: L-1855

City: Luxembourg

Country: Luxembourg

TIN in the country of residence: 19702200132

Part VI. Identification of the entity resident in Portugal

| | |
|--|--|
| VI | IDENTIFICAÇÃO DA ENTIDADE RESIDENTE EM PORTUGAL QUE SE ENCONTRA OBRIGADA A EFECTUAR A RETENÇÃO NA FONTE <i>IDENTIFICATION OF THE ENTITY RESIDENT IN PORTUGAL OBLIGED TO WITHHOLD TAX</i> |
| NOME/DENOMINAÇÃO SOCIAL <i>NAME/BUSINESS NAME</i> | Número de Identificação Fiscal (NIF) <i>Tax Identification Number (TIN)</i> |

This part must be completed with the following details:

Name/Business name: BNP PARIBAS SECURITIES SERVICES, SCA

Tax Identification Number (TIN): 980 279 402.

Part VII. Identification of the beneficial owner's legal representative

| | |
|--|---|
| VII | IDENTIFICAÇÃO DO REPRESENTANTE LEGAL DO BENEFICIÁRIO EFETIVO DOS RENDIMENTOS <i>IDENTIFICATION OF THE BENEFICIAL OWNER'S LEGAL REPRESENTATIVE</i> |
| NOME/DENOMINAÇÃO SOCIAL <i>NAME/BUSINESS NAME</i> | Número de Identificação Fiscal (NIF) <i>Tax Identification Number (TIN)</i> |

To be completed by the beneficial owner's legal representative (if the legal representative is the one completing the below BOX VIII). In this case, a Power of Attorney, original or certified copy, must be provided with the form, allowing the legal representative to sign on behalf of the beneficial owner.

If the beneficial owner completes the BOX VIII, then BOX VII shall be left in blank.

Part VIII. Statement by the beneficial owner or the legal representative

| VIII | DECLARAÇÃO DO BENEFICIÁRIO EFETIVO DOS RENDIMENTOS OU DO SEU REPRESENTANTE LEGAL STATEMENT BY THE BENEFICIAL OWNER OR BY THE LEGAL REPRESENTATIVE |
|--|--|
| <p>Declaro que sou (a entidade identificada no Quadro I é) o beneficiário efetivo dos rendimentos mencionados no presente formulário e que estão corretos todos os elementos nele indicados. Mais declaro que estes rendimentos não estão efetivamente conexos com qualquer estabelecimento estável ou instalação fixa localizados em Portugal.</p> <p><i>I state that I am (the entity identified in Box I is) the beneficial owner of the income mentioned in this form and that the information included herein is accurate. I further declare that this income is not effectively connected with any permanent establishment or fixed base situated in Portugal.</i></p> | |
| Local City | Data (AAAA/MM/DD) Date (YYYY/MM/DD) |
| <p>Assinatura: Signature:</p> <p>_____</p> | |
| <p>Signatário Autorizado: Nome Authorized signatory: Name</p> <p>_____</p> | <p>Função: Title/Position:</p> <p>_____</p> |

The following fields are mandatory: To be completed by the beneficial owner or the Legal representative:

City;

Date of signature;

Signature;

Name; and

Title/Position.

Important note: BNP Paribas Securities Services, in its quality of withholding tax agent, require that:

1. When the form is signed by the beneficial owner, there is a signatory stamp or a list of authorised signatories, on the entity's letterhead, if the beneficial owner is a legal entity.
2. When the form is signed by a legal representative of the beneficial owner, under power of attorney,
 - there is the legal representative's stamp or
 - a list of authorised signatories, on the legal representative's letterhead, is provided along with the original power of attorney, or certified copy.

Completing the Mod. 21-RFI

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