

# Entity self-certification



BNZ collects your entity's information to fulfil our obligations under the Tax Administration Act 1994 for the Common Reporting Standard (CRS) and the Foreign Account Tax Compliance Act (FATCA). New Zealand, and other countries around the world, have laws requiring financial institutions to collect this information about their customers to help protect against global tax evasion.

## How we protect your privacy:

To find out how we collect, use, and disclose your information, please see our Master Privacy Policy. You can ask us to send you a copy, or find it on our website: [bnz.co.nz/privacy](http://bnz.co.nz/privacy)

All fields marked \* are mandatory.

## Section 1: Entity details

### Entity full legal name\*

### Physical address\* Please note, a PO Box is not a physical address

Street address	
Suburb	
Town/City	Postcode
Country (other than NZ)	

### IRD number (NZ only)

### NZ resident withholding tax rate:

- 0% (proof of exemption status required)  
 10.5%  17.5%  30%  33%  39%  28% Companies only

NB: if no IRD number is provided and your entity is a NZ tax resident only, a resident withholding tax (RWT) rate of 45% will be applied. A minimum RWT rate of 28% p.a. applies to companies. If your entity is a non-resident for tax purposes and you need to update your non-resident withholding tax rate, please contact 0800 275 269.

## Section 2: Countries of tax residence

### Is the Entity a current tax resident of another country (not New Zealand)?\*

- No, proceed to section 3  
 Yes, please list all countries that you are a tax resident of in the table below.

If your entity's country of tax residence is the **United States (US)**, please also answer the next question related to US tax exempt entities. US entities must provide an Employer Identification Number (EIN).

Country of tax residence	Tax number (or equivalent)	No tax number (reason code^)			Please provide an explanation if using reason code B
		<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	
		<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	
		<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	

### ^Reason codes

**A** - The country does not issue tax numbers.

**B** - I am unable to obtain a tax number (please provide an explanation).

**C** - The country doesn't need to issue a tax number under domestic law. For more information on mandatory and non-mandatory tax numbers, please refer to [www.oecd.org](http://www.oecd.org) and search 'tax identification number'.

### Tax Identification Number (TIN)

A TIN is a unique combination of letters or numbers assigned by a country to an individual used to identify them for the purposes of administering the tax laws. Countries that do not issue a TIN often utilise other high integrity number with an equivalent level of identification. Examples include a social security/insurance number, citizen/personal identification code, or a resident registration number. Further details of acceptable TINs can be found by searching 'Tax Identification Number' at [www.oecd.org](http://www.oecd.org)

### Do you meet the criteria for an exempt US entity?

BNZ must report information on all US Entities to Inland Revenue unless the entity meets the definition of a US tax exempt entity. To find out whether your entity is exempt, visit [www.ird.govt.nz](http://www.ird.govt.nz) and search 'FATCA'.

- No  
 Yes

### Section 3: Entity classification\*

Please select **one** of the following boxes. If you need more information on the specific classification definitions, please refer to the 'Entity Classification Guide'.

**(A) Active Non-Financial Entity (NFE) - if none apply, go to (B)**

An active NFE earns the majority of its income in a financial year through an active trade or business. This includes retail or service businesses.

If you tick any option in (A), proceed to Section 6: Declaration.

- Other (this can include an entity trading in goods or services (e.g. a hairdresser or retail shop), a tax-exempt organisation (e.g. registered charity or educational entity), a company in liquidation or bankruptcy, or a start-up company)
- Publicly traded entity listed on an established securities market, or a related entity of one. Please specify the entity and the stock exchange it is listed on:
- Central Bank (or wholly owned by one)
- Government Entity
- International or Intergovernmental Organisation (or wholly owned by one)

**(B) Passive Non-Financial Entity - if none apply, go to (C)**

An entity that earns the majority of its income in a financial year through passive means. For example, if it earned over 50% of its income passively or has over 50% of its assets generating passive income in the last financial year. Under FATCA, a "Passive Non-Financial Foreign Entity (NFFE)" means any NFFE that is not an Active NFFE or a withholding foreign partnership or withholding foreign trust pursuant to relevant U.S. Treasury Regulations. For more information, please visit [www.ird.govt.nz](http://www.ird.govt.nz)

- Passive NFE (Complete Section 4: Controlling Persons)

**(C) Financial Institution**

A financial institution means a Custodial Institution, a Depository Institution, an Investment Entity, or a Specified Insurance Company. For more information, please visit [www.ird.govt.nz](http://www.ird.govt.nz) or refer to the 'Entity Classification Guide'

- Managed Investment Entity (Complete Section 4: Controlling Persons)
- Another financial entity. Examples include Depository Institution, Custodial Institution, Specified Insurance company, Investment entity

If your entity is a financial institution, your Global Intermediary Identification Number (GIIN) must be provided:

### Section 4: Controlling Person(s)

**Complete this section if you have identified your entity as a Passive NFE or a Managed Investment Entity Financial Institution, otherwise proceed to section 5.**

All controlling persons must be listed below, and a self-certification provided for each. Please refer to the 'Entity Classification Guide for more information.

A controlling person is a natural person who either:

- Has a controlling ownership interest of 25% or more, or
- Exercises control over the entity through other means, or
- Holds the position of senior managing official of the entity

**For a Trust controlling persons may include:**

For a trust, the controlling persons will be any of the following, irrespective of whether they actually exercise control over the trust:

- Settlor
- Trustee
- Protector
- Beneficiary - all classes
- Estate Executor or Administrator
- Other natural person having control (e.g. Appointer) and any other natural person exercising ultimate effective control over the trust.

A discretionary and/or class beneficiary (who does not otherwise control a trust) should be treated as a Controlling Person if they have received a mandatory or discretionary distribution or payment from the trust either directly or indirectly (this can include things such as payment of tuition fees, loan repayments, a loan write-off, an interest-free loan or a loan granted at a lower interest rate than the market rate). A class beneficiary (who does not otherwise control a trust) should be treated as a Controlling Person if they intend to exercise vested rights (their entitlement to receive a specific portion of the trust's assets, either immediately or at a future date).

**For a Company controlling persons may include:**

- Director
- Shareholder with more than 25% ownership interest

**For a Partnership controlling persons may include:**

- Initial Partner
- Limited Partner
- General Partner

**For a Formal Group (e.g. Incorporated Society) or Informal Group controlling persons may include:**

- Officers (e.g. President, Treasurer, Secretary, Chairperson)
- Committee members

Where there is a **Professional Trustee Company or Shareholding Company** associated with your entity, they must be identified in the table below. Each controlling person of the Professional Trustee Company or Shareholding Company must complete a controlling person self-certificate, as BNZ may be required to report them as controlling persons of the entity.

For more information on controlling person types, see the 'Common Reporting Standard Guide for Entity Classification and Controlling Person Customer Guide' at [bnz.co.nz](http://bnz.co.nz)

Each controlling person listed needs to complete an individual Self-Certification. You can download this form from our website: [bnz.co.nz/crs](http://bnz.co.nz/crs)

Print full name(s)	BANK USE ONLY (Existing customer)
1.	
2.	
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11.	
12.	

## Section 5: Documentary evidence for change in circumstance

Only complete this section if you have changed your entity's tax residency declaration from its previous one and removed a country or added a new country, otherwise proceed to section 6.

If you have had a change in circumstances, we require you to provide evidence to support this change. Please select from the options below and attach a copy of the evidence to this completed form.

If you have removed a previous country and are now confirming your entity is a New Zealand tax resident only, please provide evidence using one of the following:

- Confirmation of New Zealand registration/establishment
- New Zealand registered address for your entity
- Proof of account owner's address\*

If you have added in a new country and are confirming your entity is a foreign tax resident, please provide evidence using one of the following:

- Certificate of incorporation/establishment
- Overseas registered address for your entity
- Proof of account owner's address\*

\* If your entity is using an account owner's foreign address, please provide a copy of their proof of address.

## Section 6: Declaration

Please read the declaration and sign it at the end of this section.

I certify that I/we are the account holder(s) of all the accounts to which this form relates.

The term "Account Holder" means the person listed or identified as the holder that maintains the financial account. A person, other than a Financial Institution, holding a Financial Account for the benefit of another person as agent, custodian, nominee, signatory, investment advisor, or intermediary, is not treated as the account holder.

- I/We declare that all the information supplied, and all statements made in this Declaration are, to the best of my/our knowledge and belief, correct and complete.
- I/We authorise the Bank to make any enquiries it considers necessary for confirmation of the above.
- I/we are duly authorised to sign for the Account Holder in respect for all account(s) to which this form relates.
- I/We acknowledge that the information contained in this form and information regarding the Account Holder and any account(s) may be reported 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.
- I/We undertake to advise BNZ within 20 days of any change in circumstances which affects the tax residency status of the Account Holder identified in this form or cause the information contained herein to become incorrect or incomplete (including any changes to the information on Controlling Persons identified in Section 4 such as (but not limited to), if the Account Holder is a Passive NFE trust, if a beneficiary has received a direct or indirect distribution from the trust or intends to exercise vested rights), and to provide BNZ a suitably updated self-certification and Declaration and relevant documentation (as requested) within 20 days (or a lesser period as requested by BNZ) of such change in circumstances.
- I/We certify that all statements made in this Declaration also extend to any information that I/we (or an authorised person on my/our behalf) may supply to BNZ, in whatever manner, subsequent to signing this form.

If your Account Operating Authority for this entity requires multiple signatures, please ensure all required parties have signed this form.

Signature\*

Name

Date of Signature

Capacity

Please tell us your position in the entity or the capacity in which you are signing this form (for example, director or trustee).

Signature\*

Name

Date of Signature

Capacity

Please tell us your position in the entity or the capacity in which you are signing this form (for example, director or trustee).

## Where can I go to get more information?

Visit the following websites and search Common Reporting Standard or FATCA:

- [bnz.co.nz](http://bnz.co.nz)
- New Zealand Inland Revenue's website [www.IRD.govt.nz](http://www.IRD.govt.nz)
- OECD's website [www.oecd.org](http://www.oecd.org)
- United States Inland Revenue Service's website [www.IRS.gov](http://www.IRS.gov)
- You can also talk to a tax adviser for further advice.

Please return this completed form to the BNZ Global Tax Compliance team on [BNZ\\_Global\\_Tax\\_Compliance@bnz.co.nz](mailto:BNZ_Global_Tax_Compliance@bnz.co.nz) or PO Box 995, Shortland Street, Auckland 1140.

BANK USE ONLY

Customer Number