KEYTRADE BANK

Change of address

☐ Mr. ☐ Mrs. ☐ Miss

Last name ..... First name .....

Date of birth ___ - ___ - _____ Place and country of birth .....

Account number BE ___ - _____ - _____ - _____

> New address

Address ..... Nr ..... box .....

Postcode ..... City ..... Country .....

Telephone ..... Email .....

From ___ - ___ - _____

Country of Tax Residence[1] :

☐ Belgium

☐ other (specify ALL countries of tax residence[2] and corresponding Tax Identification Number (TIN)[3]):

Country of tax residence ..... TIN .....

Country of tax residence ..... TIN .....

All fields of the application are mandatory in order for us to treat your demand.

Important information

- Please send us the following documents:
  - a clear copy (both sides) of your ID or passport;
  - If your legal residence and/or tax residence is outside Belgium, please join an official residence document. Please note that if your legal address differs from your tax address we request you to provide us proof of both[4].
    The document must:
    - be delivered by a public authority of your country of residence (embassy, consulate, municipality, etc.),
    - be written in English, Dutch or French,
    - mention your address,
    - be recent (less than 3 months).
- Correspondence address are to be modified online.

> Signature

Done in (location) ..... on (date) .....

Signature

Personal data will be processed by Keytrade Bank, Belgian branch of Arkéa Direct Bank SA (France), when processing your request and when changing your address, as well as for the purposes described in the Privacy Policy available at www.keytradebank.be. Please see this Policy for more information about the collection, recording and processing of your personal data, as well as about your right of access, to rectification and to object.

1. *If your tax residence is outside Belgium, you can be exempted from the Belgium withholding tax if you send us the following document : https://www.keytradebank.be/files/documentcenter/docsGeneralWitholdTaxDec_en.pdf*
2. *The notion of "tax residence" is defined by the national law of each country. The country of tax residence matches in most of the cases the country of the legal address. Please contact your local tax authorities or a legal or tax adviser if you have any doubts about your country of tax residence. You can also find more information on the topic in our FAQ regarding tax residence (https://www.keytradebank.be/eng/support/faq/ > General Questions > Tax Residency).*
3. *If you don't know your TIN, please visit the European Commission website (https://ec.europa.eu/taxation_customs/tin/tinByCountry.html?locale=en) or the OECD website (http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/).*
   Alternatively, contact the tax authorities of the country in which you are a tax resident.
4. *Attention : If your legal address and the address of your tax residence are in different countries, American withholding tax on dividends and interest of American origin will be set per default at a 30% rate. In order to potentially get your American withholding-tax rate reduced to 15%, you should send us a duly completed W-8Ben form (you can find this form at https://www.keytradebank.be/en/support/document-center/).*

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