Instructions étape par étape pour confirmer votre statut étranger de votre compte (formulaire W-8)

Note : le présent guide est uniquement valable pour les <u>ressortissants NON US</u> et les personnes qui <u>ne sont pas nées aux Etats-Unis</u>. Les ressortissants des Etats-Unis sélectionnent à l'étape 5 l'option correspondante et suivent les instructions pour remplir le formulaire.

Fidelity NetBenefits [®]		Log Out C	ontact Us			
Plan Summary	News & Quotes	Customer Serv	ice	Tuesday,	April 1, 2014	
lan Summary			Help	I <u>Glossary</u> I	Print This Page	Etopo 1
			Site translat	ion: 🎫 Englist		
Attention: Foreign statu	is certification requ	ired.	English	l	-	
Fidelity must have a Certif for U.S. tax withholding pu You need to certify your a <u>Certify your account for</u>	icate of Foreign Stati irposes. ccount. foreign status (For	rm W-8)	Your use of an to the <u>Particip</u> . <u>Translation Ser</u>	y translation serv int Agreement an ivices Agreement	ices is subject d the	
			DJIA	16,518.32	\$ 0.37%	
Total Net Worth: \$0.00 *			NASDAQ	4,243.686	₱ 1.06%	
STOCK PLAN ACCOUNT	\$0.00	Certification Required	FAF*	26.5500	\$ 1.02%	
ESPP EMPLOYEE STOCK PURCHASE Plan			(Real Time) a 12:36pm ET.	s of APR/01/201	4	
RESTRICTED STOCK UNITS	\$0.00		Related Link	s		

Etape 2: Choisi la signature électronique (digitally) pour le formulaire de taxation.



Etape 3: Confirme que tu as compris et que tu acceptes les conditions de la procédure d'enregistrement électronique de l'état fiscal (4 cases à cocher). Saisi ensuite ton nom complet et clique sur « Submit ».



Etape 4: Choisi ton compte (ton numéro d'identifiant). Clique sur « Next ».



Etape 5: Une introduction avec des informations sur l'enregistrement de l'était fiscal s'affiche. Tu devras par la suite confirmer ton adresse, ainsi que saisir tes données fiscales. TOUS les partenaires doivent remplir le formulaire de taxation, aussi les personnes qui ne sont pas imposable aux Etats-Unis. Les personnes non imposables remplissent le formulaire avec l'information « **NON IMPOSABLE** » Pour cela, clique sur « Next ».



Etape 6: Choisi le formulaire "Non US Person" (Citoyen en dehors des Etats-Unis) et clique sur « Next ».

⇒ Les citoyens des Etats-Unis choisissent ici le formulaire adéquat et suivent les instructions selon la taxation des Etats-Unis.



Etape 7: Confirme le formulaire W-8BEN et clique sur « Next ».



Etape 8: Tu es averti que tu peux interrompre et sauvegardé la procédure d'enregistrement fiscal à tout moment (save and exit). Clique pour continuer sur « Next ».

Complete Form W-8 Online
A A A 🚳
Questions? 800-544-0275 Contact a Fidelity Stock Plan Services representative for assistance
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Etape 9: Confirme que tu es bénéficiaire individuel de ton compte Bean Stock et clique sur « Next ».

E-Sign > < Introduction >	Form Selection > Form Entry > Certification	A A A
W-8 BEN Quest	tion 1 pairs to the account: al owner and directly receive the income generated from this a rm on behalf of an individual that is the beneficial owner.	Questions? 800-544-0275 Contact a Fidelity Stock Plan Services representative for assistance.
) Other		
■ Save and Exit	Previous	

Etape 10: Confirme avec « No » que tu n'es pas né aux Etats-Unis et clique sur « Next ».

Fidelity NetBenefits [®]	Complete Form W-8 Online
✓ E-Sign > ✓ Introduction > ✓ Form Selection > Form Entry > Certification	A A A 🚳
W-8 BEN Question 2	Questions? 800-544-0275
Yes No	Contact a Fidelity Stock Plan Services representative for assistance.
ave and Exit	
NetBenefits ^{ee} provided by	© 2002-201 Fidelity Stock Plan Services, LLC
Qə Fidelity	All rights reserve

Etape 11: Entre maintenant ton nom complet et clique sur « Next ».

Fidelity Co	mplete Form W-8 Online
✓ E-Sign > ✓ Introduction > ✓ Form Selection > Form Entry > Certification	** A 🖉
W-8 BEN Question 3	Questions?
 indicates required fields. What is the full legal name of the Individual? Your legal name is generally the name used in government records (e.g., birth certificate, social security card, or federal tax return). Please provide your name in the spaces below in the following order: (1) first/given name, (2) middle name/initial (if any) and (3) last/family name. Do not use a nickname or other alias. Do not abbreviate any portion of your name, except that you may provide a middle initial in lieu of your middle name. If it is customary in your country to use your mother's maiden name, please include it. If the account is for the benefit of a child or other person for whom you are acting as a custodian or guardian, please provide the name ofthe child or other individual. Do not separate any portion of your name with a comma. 	800-544-0275 Contact a Fidelity Stock Plan Services representative for assistance.
First/Given Name *	
Middle Names(s)Initial	
Last/Family Name*	
Save and Exit	

Etape 12: Choisi ton pays d'origine (Suisse, France, Allemagne, Autriche etc.) et clique sur « Next ».

Fidelity NetBenefits [®]	Complete Form W-8 Online
✓ E-Sign > ✓ Introduction > ✓ Form Selection > Form Entry > Certification	A A A 🚳
W-8 BEN Question 4	Questions?
What is the Individual's country of citizenship? If you are a dual citizen of both the United States and a foreign country, select the "United States" as your citizenship country from the country menu.	Contact a Fidelity Stock Plan Services representative for assistance.
Select one country from the following menu of countries:	
Switzerland	
Save and Exit	

Etape 13: Entre ton adresse de résidence actuelle et clique sur « Next ».

Fidelity NetBenefits [®] Co		Complete Form W-8 Online		
✓ E-Sign > ✓ Introduc	tion $> \checkmark$ Form Selection $>$ Form Entry $>$ Certification	AA A 🚳		
W-8 BEN Q	uestion 5	Questions? 800-544-0275		
* indicates required fields. What is the Individual's perm	nanent residence address?	Contact a Fidelity Stock Plan Services representative for assistance.		
Instructions: An individual resident for purposes of that country, his/her permanent	's permanent residence address is in the country in which he/she claims to be a country's income tax. If the beneficial owner does not have a tax residence in any residence address is where he/she normally resides.			
Do not provide a post offi provide an address in-car for mailing purposes.	ce or P.O. box number unless the address is in Kuwait or Saudi Arabia. Do not e-of a financial institution, an employer or another person that is used solely			
Address Line 1				
Address Line 2 (Optional)				
City *				
State / Province				
Country*	Switzerland			
Zip/Postal Code	►			

Etape 14: Si tu as une case postale, tu peux l'indiquer ici. Sinon choisi « No ». Clique sur « Next ».

Fidelity NetBenefits [®]		Complete Form W-8 Online	
✓ E-Sign > ✓ Introduction > ✓	Form Selection > Form Entry > Certification	AAA 6	
W-8 BEN Questic Prostile Individual's permanent address • Yes. The address includes a P.O. B • No.	on 6 include a post office or P.O. Box number? ox number. (for example, "P.O. Box 11111")	Questions? 800-544-0275 Contact a Fidelity Stock Plan Services representative for assistance.	
G Save and Exit	Previous		

Etape 15: Si ton adresse contient un C/O (chez), tu peux l'indiquer ici. Sinon choisi « No ». Clique sur « Next ».



Etape 16: Si tu as une adresse postale dans un autre pays, tu peux l'indiquer ici. Si ce n'est pas le cas tu peux laisser les champs vides et cliquer sur « Next ».

Fidelity NetBenefits [®]		Complete Form W-8 Online	
🖌 E-Sign 🗦 🖌 Introdu	ction $> \checkmark$ Form Selection $>$ Form Entry $>$ Certification	A A 🖉	
W-8 BEN G	uestion 8	Questions?	
f the Individual has a maili	ng address in a different country, please provide it in the following spaces:	Contact a Fidelity Stock Plan Services representative for	
Address Line 1		assistance.	
Address Line 2 (Optional)			
City			
State / Province			
Country	Select Country		
Zip/Postal Code			
Save and Exit	Previous		

Etape 17: Si tu possèdes un numéro de contrôle de Tax des Etats-Unis (TIN), tu peux l'indiquer ici. Sinon choisi « No » et clique sur « Next ».

✓ E-Sign > ✓ Introduction > ✓ Form Selection > Form Entry > Certification	AA A &
W-8 BEN Question 9 Does the Individual have a U.S. taxpayer identification number (a "TIN")?	Questions? 800-544-0275 Contact a Fidelity Stock Plan
 Yes If yes, please specify the type of TIN from the following list: Social Security Number (SSN) Individual Taxpayer Identification Number (ITIN) Employer Identification Number (EIN) Please provide the number in the space below 	assistance.
No Save and Exit Previous Next	

Etape 18: A la question 10 il faut répondre si tu possèdes un numéro d'identifiant pour des raisons fiscales dans un autre pays. Nous conseillons dans tous les cas de répondre « Non » ici, car cela n'influence pas la taxation. Clique ensuite sur « Next ».

Fidelity NetBenefits ®	Fidelity NetBenefits [®] Co	
✓ E-Sign > ✓ Introduc	tion \rightarrow \checkmark Form Selection \rightarrow Form Entry \rightarrow Certification	A A 4
W-8 BEN Q Does the Individual have an i he/she is considered residen Yes. If so, please provid	uestion 10 identifying number that was issued for tax purposes by a foreign country in which the t(e.g., a Canadian social insurance number)? He the number in the space below:	Questions? 800-544-0275 Contact a Fidelity Stock Plan Services representative for assistance.
Identification Number No		
🖬 Save and Exit	Previous	

Etape 19: Les personnes non imposables aux Etats-Unis peuvent répondre « Non » à la question 11. Les personnes imposables aux Etats-Unis répondent « Oui » et choisissent le pays dont ils sont imposés à la source (Suisse ou Autriche). Clique ensuite sur « Next ».

Fidelity NetBenefits [®]	Complete Form W-8 Online
✓ E-Sign > ✓ Introduction > ✓ Form Selection > Form Entry > Certification	A A 8
W-8 BEN Question 11 Is the Individual resident in a country that has a tax treaty country with the United States? • Yes, please select the name of the treaty country from the following list: -Please select • No • No • Save and Exit	Questions? 800-544-0275 Contact a Fidelity Stock Plan Services representative for assistance.

A la page suivante s'affiche un résumé des données saisies. Tu peux ici vérifier ces données et les modifiées si besoin. En cliquant sur « Next », le formulaire de taxation s'affiche.

ĥ	idelity IetBenefits°		Co	mplete Form W-8 Onlin
~	E-Sign $> \checkmark$ Introduction $> \checkmark$ Form Selection $>$ Form Entry $>$ Cer	AAA 4		
S	ummary	Questions? 800-544-0275		
	Question	Answer	Edit	Contact a Fidelity Stock Plan
1	Are you a beneficial owner of income paid to the account?	Yes	Edit	Services representative for assistance.
2	Was the Individual born in the United States?	No	Edit	
3	What is the full legal name of the individual?	BENJAMIN JUTZ	Edit	
4	What is the Individual's country of citizenship?	Switzerland	Edit	
5	What is the Individual's permanent residence address ?	ASPACHERSTRASSE 38 NEFTENBACH Switzerland 8413	Edit	
6	Does the Individual's permanent address include a post office or P.O. Box number?	No	Edit	
7	Does the Individual's permanent address include an in-care-of address?	No	Edit	
8	If the Individual has a mailing address in a different country, please provide it in the following spaces:		Edit	
9	Does the Individual have a U.S. taxpayer identification number(a TIN)?	No	Edit	
10	Does the Individual have an identifying number that was issued for tax purposes by a foreign country in which he/she is resident (e.g., a Canadian social insurance number)?	No	Edit	
11	Is the Individual resident in a country that has a tax treaty with the United States?	No	Edit	
	Save and Exit			
Fi N	^{delity} etBenefits°	Complet	te Fori	n W-8 Online

			0.0	
✓ E-Sign > ✓ Inti	roduction > ✓ Form Selection > Form Entry > Certificatio	AAA 😡 🕸		
Form Rev	iew	Questions?		
Here is the Form W-8 change any informatio edit. If you are satisfie	BEN as completed so far. Please review it for accuracy and completeness. on shown on the form, please select the back button and select the question ed with the information shown on the form, continue by clicking on the ne	. If you wish to on you would like to ext button.	Contact a Fidelity Stock Plan Services representative for assistance.	
W-8BEN Substitute Form (Rev. February 2006) Department of the Treasury Internal Revenue Service	Certificate of Foreign Status of Beneficial Owner fo United States Tax Withholding ▶Section references are to the Internal Revenue Code. ▶ See separate instructio ▶ Give this form to the withholding agent or payer. Do not send to the IRS.	CMB No. 1545-1621		
Do not use this form for	r.	Instead, use Form:		
 A U.S. citizen or other A person claiming that 	r U.S. person, including a resident alien individual at income is effectively connected with the conduct of a trade or business in the	W-9 W-8ECI		Formulaire de
United States				tavation
 A foreign partnership. 	, a foreign simple trust, or a foreign grantor trust (see instructions for exceptions)	W-8ECI or W-8IMY		taxation
 A foreign government organization, foreign connected income or (b) (see instructions) 	t, international organization, foreign central bank of issue, foreign tax-exempt private foundation, or government of a U.S. possession that received effectively that is claiming the applicability of section(s) 115(2), 501(c), 892, 895, or 1443			
Note: These entities sho	ould use Form W-8BEN if they are claiming treaty benefits or are providing			
•A person acting as an i	intermediary			
Note: See instructions	for additional exceptions.			
Part I Identificatio	on of Beneficial Owner (See instructions.)			
1 Name of individual BENJAMIN JUTZ	or organization that is the beneficial owner 2 Country of incorporation or	organization		
3 Type of beneficial o	wwner: 📝 Individual Corporation	Disregarded entity		
Partnership	Simple trust Grantor trust	Complex trust		
Tax-exempt orga	anization Private foundation	Central bank of issue		
4 Permanent residence ASPACHERSTRASS	address (street, apt, or suite no., or rural route). Do not use a P.O. box or in-car se address (street, apt, or suite no., or rural route).			
City or town, state	or province. Include postal code where appropriate.	Country (do not abbreviate)		

Le formulaire est maintenant rempli. Tu peux cliquer sur « Next ».



Etape 20: A la page suivante tu dois en premier cocher les 5 cases afin de confirmer que tu as rempli le formulaire conformément.

Ensuite tu dois « signer » le formulaire, en saisissant ta date de naissance au format (JJMMAAAA). Clique ensuite sur « Submit ».

Fidelity NetBenefits [®]	Complete Form W-8 Online
✓ E-Sign > ✓ Introduction > ✓ Form Selection > Form Entry > Certification	AAA 🕹 🗞
Penalties of Perjury - Certification	Questions?
Do you make and declare all of the following statements under penalties of perjury? Please mark the box for each statement you are able to declare.	Contact a Fidelity Stock Plan Services representative for assistance.
Under the penalties of perjury, I declare that I have examined the information on this form and to the best of my knowledge and belief it is true, correct and complete. I further certify under penalties of perjury that:	
I am the beneficial owner (or am authorized to sign for the beneficial owner) of all the income to which this form relates.	
👿 The beneficial owner is not a U.S. person.	
The income to which this form relates is (a) not effectively connected with the conduct of a trade or business in the United States, (b) effectively connected but is not subject to tax under an income tax treaty or (c) the partner's share of a partnership's effectively connected income.	
For broker transactions or barter exchanges, the beneficial owner is an exempt foreign person as defined in the instructions.	
Furthermore, I authorize this form to be provided to any withholding agent that has control, receipt or custody of the income of which I am the <u>beneficial owner</u> or any withholding agent that can disburse or mal payments of the income of which I am the <u>beneficial owner</u> . To sign your tax form under penalties of perjury, please enter your PIN and press the Submit button.	
The Internal Revenue Service does not require your consent to any provisions of this document other than the certifications required to establish your status as a non-U.S. person and, if applicable, obtain a reduced rate of withholding.	
PIN ••• Please enter date of birth(ddmmyyyy) as PIN.	_
Save and Exit	

Si tu veux, tu peux maintenant télécharger et imprimer le formulaire W-8 BEN et ensuite retourner sur Netbenefits et consulter ton compte d'action.



Enfin réussi!!! Tu as maintenant activé ton compte Bean Stock et saisi ton état fiscal – tu peux désormais disposer de tes actions, félicitations !