

How to complete a W-8BEN form for an individual

VERY IMPORTANT: You **must** complete and return this form in order to ensure that the correct withholding tax is applied.

Please note: The use of any white ink or other correction fluid will invalidate the form. Should you make a mistake whilst completing the form a fresh form will have to be completed. Replacement forms can be downloaded from the 'Forms' page on our website www.barrattandcooke.co.uk.

Form **W-8BEN**
(Rev. October 2021)
Department of the Treasury
Internal Revenue Service

Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding and Reporting (Individuals)
► For use by individuals. Entities must use Form W-8BEN-E.
► Go to www.irs.gov/FormW8BEN for instructions and the latest information.
► Give this form to the withholding agent or payer. Do not send to the IRS.

OMB No. 1545-1621

Do NOT use this form if:
 • You are NOT an individual W-8BEN-E
 • You are a U.S. citizen or other U.S. person, including a resident alien individual W-9
 • You are a beneficial owner claiming that income is effectively connected with the conduct of trade or business within the United States (other than personal services) W-8ECI
 • You are a beneficial owner who is receiving compensation for personal services performed in the United States 8233 or W-4
 • You are a person acting as an intermediary W-8IMY

Instead, use Form:

Part I Identification of Beneficial Owner (see instructions)

1 Name of individual who is the beneficial owner
JOHN BRIAN SMITH

2 Country of citizenship
UNITED KINGDOM

3 Permanent residence address (street, apt. or suite no., or rural route). Do not use a P.O. box or in-care-of address.
FARM COTTAGE, HALL LANE
City or town, state or province. Include postal code where appropriate
HOLT, NORFOLK, NR22 4MM Country
UNITED KINGDOM

4 Mailing address (if different from above)
City or town, state or province. Include postal code where appropriate Country

5 U.S. taxpayer identification number (SSN or ITIN), if required (see instructions)

6a Foreign tax identifying number (see instructions)
AN543210B

6b Check if FTIN not legally required

7 Reference number(s) (see instructions)
C076543

8 Date of birth (MM-DD-YYYY) (see instructions)
06/16/1972

Part II Claim of Tax Treaty Benefits (for chapter 3 purposes only) (see instructions)

9 I certify that the beneficial owner is a resident of UNITED KINGDOM within the meaning of the income tax treaty between the United States and that country.

10 Special rates and conditions (if applicable—see instructions): The beneficial owner is claiming the provisions of Article and paragraph _____ of the treaty identified on line 9 above to claim a _____ % rate of withholding on (specify type of income):
Explain the additional conditions in the Article and paragraph the beneficial owner meets to be eligible for the rate of withholding: _____

Part III Certification

Under 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 individual that is the beneficial owner (or am authorized to sign for the individual that is the beneficial owner) of all the income or proceeds to which this form relates or am using this form to document myself for chapter 4 purposes;
- The person named on line 1 of this form is not a U.S. person;
- This form relates to:
 - (a) income not effectively connected with the conduct of a trade or business in the United States;
 - (b) income effectively connected with the conduct of a trade or business in the United States but is not subject to tax under an applicable income tax treaty;
 - (c) the partner's share of a partnership's effectively connected taxable income; or
 - (d) the partner's amount realized from the transfer of a partnership interest subject to withholding under section 1446(f);
- The person named on line 1 of this form is a resident of the treaty country listed on line 9 of the form (if any) within the meaning of the income tax treaty between the United States and that country; and
- 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 beneficial owner or any withholding agent that can disburse or make payments of the income of which I am the beneficial owner. I agree that I will submit a new form within 30 days if any certification made on this form becomes incorrect.

Sign Here I certify that I have the capacity to sign for the person identified on line 1 of this form.

Signature of beneficial owner (or individual authorized to sign for beneficial owner) _____ Date (MM-DD-YYYY) _____

Print name of signer _____

For Paperwork Reduction Act Notice, see separate instructions. Cat. No. 25047Z Form **W-8BEN** (Rev. 10-2021)

1. Full name of beneficial owner of investment.

3. Full permanent residential address in the country where you are resident.

6a. Enter your tax identifier. For UK residents this is your National Insurance Number.

7. Put your Barratt & Cooke Client Reference Number here.

Sign the form. If you are not the beneficial owner, indicate the capacity in which you are acting.

2. You should enter the country name as it appears on your passport. Abbreviations are not accepted.

Residents of England, Scotland, Wales or Northern Ireland should enter United Kingdom.

8. Please complete your date of birth in US date format (MM-DD-YYYY).

9. Complete the country of residence of the beneficial owner e.g. 'United Kingdom'.

The date must be entered in US date format (MM-DD-YYYY).

Additional notes:

Where accounts are designated for a child under a 'Bare trust' please complete this form in the name of the child. The parent/guardian should sign the form and enter 'parent' or 'guardian' under the 'Capacity in which acting' section. For joint accounts, please both complete a form each.

Part I

5. This are should only be completed if you hold a US taxpayer identification number (ITIN). Documentary evidence must be provided to show why you hold this.

7. Your Barratt & Cooke client number begins with 'C' followed by 6 numerical digits e.g. C076543. This can be found on any correspondence/contract notes etc. you will have received from us.

Please call us on 01603 624236 if you have any questions or require assistance in completing the form.

Please return the form to:
Barratt & Cooke, 5 Opie Street, Norwich, Norfolk, NR1 3DW