

A decorative banner at the top of the page featuring a blue sky background with a geometric pattern of white and dark blue triangles that resemble a modern building's facade.

# Guideline to communication with the Danish Tax Authorities

APRIL 2016

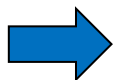
# Reason for information exchange between jurisdictions

## The Common Reporting Standard

The Common Reporting Standard (CRS) agreement sets forth a global standard for jurisdictions to annually exchange/report financial information to the Tax Authorities of another jurisdiction.

You are covered by CRS if you are a tax resident in a jurisdiction different from the jurisdiction in which you have a trading account.

Saxo Bank A/S is not involved in the exchange between jurisdictions as the exchange of information is between the relevant jurisdictions.



For more information about CRS we refer to our guidance concerning CRS:

<http://www.saxobank.com/Documents/crs-common-reporting-standard-overview.pdf>

# Guideline on how to approach the Danish Tax Authorities

CRS includes standardised codes to facilitate the exchange of information between jurisdictions.

However, some jurisdictions face challenges with misinterpretations of the codes exchanged from the Danish Tax Authorities (SKAT).

If you believe that your tax issue may arise from a possible code misinterpretation Saxo Bank A/S suggest the following approach:

- 1) Contact the Danish Tax Authorities
- 2) Contact Saxo Bank A/S

Please see further guideline details below.



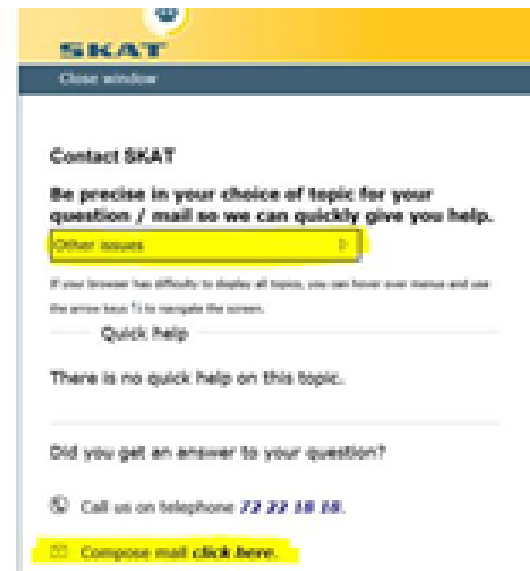
# 1. How to contact the Danish Tax Authorities

If you believe that your local Tax Authorities may have misinterpreted the coded financial information received from the Danish Tax Authorities, you will find that the Danish Tax Authorities can assist you by confirming the exchanged information and/or amounts.

1. Please **contact** the Danish Tax Authorities´ s team for ”foregin information exchange” by clicking the link: <http://www.skat.dk/data.aspx?oId=80176&vId=0&lang=us>

## 2. Fill in the contact form ”Contact SKAT”:

- a) Select ”other issue”
- b) Click ”Compose mail *click here*”



The screenshot shows the SKAT contact form interface. At the top, there is a yellow header with the SKAT logo and a "Close window" button. Below the header, the text "Contact SKAT" is displayed. A message reads: "Be precise in your choice of topic for your question / mail so we can quickly give you help." A dropdown menu is open, showing "Other issues" selected. Below this, there is a "Quick help" section with the text "There is no quick help on this topic." At the bottom, there is a question "Did you get an answer to your question?" and two options: "Call us on telephone 72 72 18 18." and "Compose mail *click here*."

## How to contact the Danish Tax Authorities (continued)

### 3. Fill in the template:

- Start by writing "Attention to International Exchange of Information – SIG" at the top of the text field.
- Describe the issue you are facing in the text field
- Complete the relevant contact detail fields
- Enter a password (which you can remember, as you will need it later on in the process)
- Add any relevant attachment, e.g. letter from your local authorities (translated to english)
- Click "send"

➡ Upon receipt of your e-mail, SKAT will contact your local authorities informing them of the case.



The screenshot shows a web form titled "International Exchange of Information - SIG". The form includes several input fields: "Name" (with "Client's name" as a placeholder), "CPR or SE-number", "Address" (with "Client's address" as a placeholder), "Phone number" (with "phone no." as a placeholder), and "Mail" (with "e-mail" as a placeholder). Below these fields is a security instruction: "In order to protect your personal information, you need to access the answer/response from SKAT by a password. It must be at least 5 characters long and can only contain letters and numbers. When your mail has been answered, you will receive an mail with a link. This link will open a site, where you type the password you choose below." There are three password-related fields: "Enter password", "Repeat password", and "Word verification" (containing "QT 8PA" and a "New word verification" link). At the bottom, there are buttons for "Add attachment", "Send", and "Cancel".

4. Subsequently, SKAT will respond to your query. Note that you will need your password to read the e-mail.

## 2. Contact Saxo Bank A/S

**In case your problem has not been solved by contacting the Danish Tax Authorities, please contact Saxo Bank A/S:**

- *Contact* your Account Manager at Saxo Bank A/S or *Create* a case via Saxo Bank A/S' Support Centre
  - Describe the problem you are facing
    - Documents relevant should be attached (translated to english)
  
- *Saxo Bank* will then do the following:
  - Contact the Danish Tax Authorities *and/or*
  - Prepare a written statement to your local tax authorities for you to provide to your local authorities concerning the matter.
    - The written statement can only confirm your accounts at Saxo Bank A/S

**Please notice**, that Saxo Bank A/S has no knowledge of what has been exchanged between the jurisdictions, not even related to the financial information reported by Saxo Bank A/S.

Thank you