



APPENDIX C: BENEFICIAL OWNERSHIP

Refer to Completion Guide (Pages 8-10) or contact your Account Manager if clarification required.

Section A: Classification of Ownership

RBC is required to collect beneficial ownership of all clients and details of any individual or entity holding 25% or greater interest in the Applicant Entity, unless the client meets exemption criteria.

Exemption Criteria:

Collection of beneficial ownership information is not required for entities **that meet all three** of the following criteria.

(1) Minimum net assets (assets less liabilities) of \$75 million on its last audited balance sheet **and**

(2) shares are traded on a recognized stock exchange (Section 262 of the Canadian Income Tax Regulations <http://www.fin.gc.ca/act/fim-imf/dse-bvd-eng.asp> and outlined in Help Guide) **and**

(3) operates in a country that is a member of FATF (*FATF members include Canada, USA, UK and countries as listed at <http://222/fatf-gaft.org> and outlined in Help Guide*). It is also not required for **wholly owned subsidiaries** of an entity that meets the exemption criteria and where subsidiary financials are consolidated with parent financials.

If exemption criteria met, complete questions A1 and A2 only.

Applicant Entity Name:

A1.

Do you confirm meeting all three of the exemption criteria below? Please complete each check box.

- ☐ Minimum net assets (assets less liabilities) of \$75 million on last audited balance sheet, **and**
- ☐ Shares are traded on recognized stock exchange in accordance to Section 262 of the Canadian Income Tax Regulations (*indicate stock exchange name*) under stock symbol **and**
- ☐ Operates in _____ which is a country that is a member of the Financial Action Task Force (FATF).

A2

What is the Applicant Entity status? Select one option only.

- ☐ Applicant Entity is **the Entity** that meets exemption criteria above.
- ☐ Applicant Entity is a **Branch of the entity** that meets exemption criteria above.
- ☐ Applicant Entity is a **Wholly owned subsidiary of _____ the entity** that meets exemption criteria **and** we confirm financial statements of the Applicant Entity are consolidated with the financial statements of the parent entity.

If Questions A1 and A2 completed and entity meets exemption criteria completion of remainder of Appendix C is not required.

If exemption criteria not met, complete Section B.

Note: Responses to Section B will indicate if completion of Sections C, D, E and/or F required.

For assistance with completion of remainder of this Form, refer to Completion Guide (Pages 8 to 10).

SECTION B - Details of Ownership of Applicant Entity
Complete only if Applicant Entity does not meet exemption criteria in Section A.

Indicate category of Applicant Entity

- ☐ Branch **or** ☐ Wholly Owned Subsidiary of (indicate Parent Entity name)
☐ Holding Company or Parent Entity
☐ Other (please describe)

B1 Is this entity publicly traded? ☐ Yes ☐ No

If the answer is “**yes**”, indicate stock symbol and stock exchange

Stock Symbol Stock Exchange

If the answer is “**no**”, complete Questions B2, B3, B4 and B5 as applicable.

B2 Is this entity owned by a government body? ☐ Yes ☐ No

If the answer is “**yes**”, indicate percentage of ownership % **and**
name and address of the government body:

B3 Is this entity owned by a corporation, entity and/or individual that have 25% or greater **direct** interest? ☐ Yes ☐ No

Is this entity owned by a corporation, entity and/or individual that have 25% or greater **indirect** interest? ☐ Yes ☐ No

If answers to **both** questions in B3 is “**no**”, complete question B4 only. Proceed to sign off page.

B4 If answer to **both** questions in B3 is “**no**” and this entity has no direct/indirect owners with 25% or greater interest, indicate approximate number of direct owners with less than 25% ownership.
☐ 4 to 10 owners ☐ 11 to 50 owners ☐ 50 or more owners
Since there is no owner with 25% or greater interest, completion of Question B5 and remainder of Appendix C is not required. Proceed to Sign off Page.

If answer to **either** question in B3 is “**yes**” and this entity has owner(s) with 25% or greater direct or indirect interest, complete Question B5 **and** Sections C, D, E and/or F of Appendix C as applicable. *(For greater clarity, refer to Help Guide and Sample of Ownership Disclosure attached).*

Where ever possible, provide a copy of organization ownership structure, which captures percentage of ownership for each direct/indirect owner. Each layer of ownership must total 100%.

☐ Copy of ownership structure attached ☐ Copy of Ownership structure not available

B5 Is there a **25% net direct/indirect ownership** by any politically exposed person (PEP *)? If answer is “**yes**”, complete PEP questions in Section D and/or Section F as applicable ☐ Yes ☐ No

**A politically exposed person (PEP) is defined as an individual who holds or has held one of the following offices or positions in or on behalf of a foreign country: a head of state or government; a member of the executive council of government or member of a legislature; a deputy minister (or equivalent); an ambassador or an ambassador's attaché or counselor; a military general (or higher rank); a president of a state-owned company or bank; a head of a government agency; a judge; or a leader or president of a political party in a legislature.*

A politically exposed person also includes the following immediate family members of the individual described above: spouse or common-law partner; mother or father; child; brother, sister, half-brother or half-sister; or spouses or common-law partner's mother or father.

SECTION C - DIRECT ENTITY ownership in the Applicant Entity

If the response to either question in B3 is “**yes**”, and the owner is a corporation or a non incorporated entity, with 25% or greater ownership directly in the Applicant Entity name, complete Section C. (*For individual direct ownership refer Section D and Indirect ownership refer Sections E and F*). Note: Details for two direct owners provided, if there are more than two direct owners, please add additional page.

DIRECT ENTITY OWNER of Applicant Entity

C1	Name of Beneficial Owner Entity	
C2	Business Address of the Entity (Street address, <i>PO Boxes are not accepted</i>)	
C3	Percentage of Direct ownership in the <u>Applicant Entity</u>	%
C4	<p>Does this direct beneficial owner meet the exemption criteria outlined in Section A?</p> <p><input type="checkbox"/> Yes. If answer is “yes”. <u>Beneficial owner Entity (C1)</u> meets exemption criteria in Section A: has net assets (<i>assets less liabilities</i>) of minimum \$75 million on its last audited balance sheet; is traded on a recognized stock exchange; operates in a country that is a member of the FATF or is a wholly owned subsidiary of an entity that meets exemption and financials of the subsidiary are consolidated with the parent financials. Stock Symbol and Stock Exchange</p> <p><input type="checkbox"/> No. If answer is “no”. Is there a 25% or greater net direct/indirect ownership in the <u>beneficial owner named in C1</u> by a corporation or individual?</p>	
		<p><input type="checkbox"/> Yes, complete Section D, E and/or F (as applicable)</p> <p><input type="checkbox"/> No</p>

DIRECT ENTITY OWNER of Applicant Entity

C1	Name of Beneficial Owner Entity	
C2	Business Address of the Entity (Street address, <i>PO Boxes are not accepted</i>)	
C3	Percentage of Direct ownership in the <u>Applicant Entity</u>	%
C4	<p>Does this direct beneficial owner meet the exemption criteria outlined in Section A.</p> <p><input type="checkbox"/> Yes. If answer is “yes”. <u>Beneficial owner Entity (C1)</u> meets exemption criteria in Section A: has net assets (<i>assets less liabilities</i>) of minimum \$75 million on its last audited balance sheet; is traded on a recognized stock exchange; operates in a country that is a member of the FATF or is a wholly owned subsidiary of an entity that meets exemption and financials of the subsidiary are consolidated with the parent financials. Stock Symbol and Stock Exchange</p> <p><input type="checkbox"/> No. If answer is “no”, is there a 25% or greater net direct/indirect ownership in the <u>beneficial owner named in C1</u> by a corporation or individual?</p>	
		<p><input type="checkbox"/> Yes, complete Section D, E and/or F (as applicable)</p> <p><input type="checkbox"/> No</p>

☐ Section C Direct Entity Owners - additional pages added if necessary.

SECTION D – DIRECT INDIVIDUAL ownership in the Applicant Entity

If the response to question B3 or B4 is “yes”, and the owner is an individual, with 25% or greater ownership directly in the Applicant Entity name, complete Section D including PEP related questions.

(For entity direct ownership refer Section C and for Indirect ownership refer Sections E and F).

DIRECT INDIVIDUAL ownership in Applicant Entity

D1	Percentage of Ownership	% Direct Owner of Applicant Entity		
D2	Last Name (Surname)			
D3	First Name			
D4	Residential Address (PO Box is not accepted)			
D5	Gender and Date of Birth (MM/DD/YYYY)	<input type="checkbox"/> Male	<input type="checkbox"/> Female	DOB:
D6	Occupation			
D7	Source of Wealth (response required only if Applicant Entity is a privately owned financial institution). Describe economic activity which generated the net worth	<input type="checkbox"/> Not applicable. Applicant entity is not a privately owned financial institution		
D8	Does this individual currently hold, or has ever held, a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If “yes”, describe position:				
D9	Is this individual a family member of a person who has held a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If “yes”, describe nature of relationship:				

DIRECT INDIVIDUAL ownership in Applicant Entity

D1	Percentage of Ownership	% Direct Owner of Applicant Entity		
D2	Last Name (Surname)			
D3	First Name			
D4	Residential Address (PO Box is not accepted)			
D5	Gender and Date of Birth (MM/DD/YYYY)	<input type="checkbox"/> Male	<input type="checkbox"/> Female	DOB::
D6	Occupation			
D7	Source of Wealth (response required only if Applicant Entity is a privately owned financial institution). Describe economic activity which generated the net worth	<input type="checkbox"/> N/A Applicant Entity is not a privately owned financial institution		
D8	Does this individual currently holds, or has ever held , a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If “yes”, describe position:				
D9	Is this individual a family member of a person who has held a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If “yes”, describe nature of relationship:				

☐ Section D Direct Individual Owner - additional pages added if necessary.

SECTION E - INDIRECT ENTITY ownership in the Applicant Entity

If the response to either question in B3 is “yes”, and the owner is a corporation or a non incorporated entity, with 25% or greater ownership **directly in a direct or indirect owner and, by calculation, 25% or greater indirectly in the Applicant Entity**, complete Section E .

(For direct entity owners Section C, direct individual owner Section D and Indirect individual ownership Section F). If details exceed examples provided, please add a page.

INDIRECT OWNER of Applicant Entity

E1	Name of Entity Include percentage of interest held in a direct or indirect owner and by calculation , % of interest held indirectly in the Applicant Entity	Entity Name:
		Owns % in Direct <u>or</u> Indirect Owner Name
		By calculation, indirectly owns % of Applicant Entity
E2	Business Address of the Entity (Street address, <i>PO Boxes are not accepted</i>)	
E3	Does this indirect beneficial owner meet the exemption criteria outlined in Section A?	<input type="checkbox"/> Yes. Complete Question E4
		<input type="checkbox"/> No. Complete Question E5 (if applicable)
E4	If answer to question E3 is “yes”, provide stock symbol and stock exchange traded on	Stock Symbol Stock Exchange
E5	If answer to question E3 is “no”. Is there a 25% net direct/indirect ownership in the entity named in E1 by a corporation or individual?	<input type="checkbox"/> Yes. Note: If 25% or greater direct or indirect ownership calculates to be 25% or greater <u>indirectly in the Applicant Entity</u> , Section E and D must also be completed for this additional level of ownership.
		<input type="checkbox"/> No

INDIRECT OWNER of Applicant Entity

E1	Name of Entity Include percentage of interest held in a direct or indirect owner and by calculation , % of interest held indirectly in the Applicant Entity	Entity Name:
		Owns % in Direct <u>or</u> Indirect Owner Name
		By calculation, indirectly owns % of Applicant Entity
E2	Business Address of the Entity (Street address, <i>PO Boxes are not accepted</i>)	
E3	Does this indirect beneficial owner meet the exemption criteria outlined in Section A?	<input type="checkbox"/> Yes. Complete Question E4
		<input type="checkbox"/> No. Complete Question E5 (if applicable)
E4	If answer to question E3 is “yes”, provide stock symbol and stock exchange traded on	Stock Symbol Stock Exchange
E6	If answer to question E3 is “no”. Is there a 25% net direct/indirect ownership in the entity named in E1 by a corporation or individual?	<input type="checkbox"/> Yes. Note: If 25% direct or indirect ownership calculates to be greater than 25% <u>indirectly in the Applicant Entity</u> , Section E and D must be completed for additional level of ownership.
		<input type="checkbox"/> No

☐ Section E Indirect Entity Owner - additional pages added if necessary.

SECTION F - INDIRECT INDIVIDUAL ownership in the Applicant Entity

If the response to either question in B3 is “yes”, and the owner is an individual who owns 25% or greater **in a direct or indirect owner** and by calculation owns 25% or greater indirectly in the Applicant Entity, complete Section F. If details exceed examples provided, please add a page.

INDIVIDUAL INDIRECT OWNER Details

F1	Percentage of Indirect Ownership <u>in Entity that directly or indirectly</u> holds 25% or greater interest in Applicant Entity	Owns % in Direct or Indirect Owner Name By calculation, indirectly owns % of applicant
F2	Last Name (Surname)	
F3	First Name	
F4	Residential Address (PO Boxes are not acceptable)	
F5	Gender <u>and</u> Date of Birth (MM/DD/YYYY)	<input type="checkbox"/> Male <input type="checkbox"/> Female DOB
F6	Occupation	
F7	Source of Wealth <u>if Applicant Entity is a privately owned FI</u> Describe economic activity which generated the net worth	<input type="checkbox"/> Not required. Applicant Entity <u>is not</u> a privately owned financial institution
F8	Does this individual currently hold, or has ever held, a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If “yes”, describe position:	
F9	Is this individual a family member of a person who has held a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If “yes”, describe relationship:	

INDIVIDUAL INDIRECT Owner Details

F1	Percentage of Indirect Ownership <u>in Entity that directly or indirectly</u> holds 25% or greater interest in applicant	Owns % in Direct or Indirect Owner Name By calculation, indirectly owns % of applicant
F2	Last Name (Surname)	
F3	First Name	
F4	Residential Address (PO Boxes are not acceptable)	
F5	Gender <u>and</u> Date of Birth (MM/DD/YYYY)	<input type="checkbox"/> Male <input type="checkbox"/> Female DOB
F6	Occupation	
F7	Source of Wealth (response required <u>only if Applicant Entity is a privately owned financial institution</u>). Describe economic activity which generated the net worth	<input type="checkbox"/> N/A Applicant entity is not a privately owned financial institution
F8	Does this individual currently holds or has ever held a senior position of public trust such as a government official, politician, judge, military leader or important political party official?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If “yes”, describe position:	
F8	Is this individual a family member of a person who has held a senior position of public trust such as a government official, politician, judge, military leader or important political party official? ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If “yes”, describe relationship:	

☐ Section F Indirect Individual Owner - additional pages added if necessary.

SIGN OFF: AUTHORIZED SIGNATURES

I/We confirm that all information provided to Royal Bank regarding the beneficial ownership, control, and structure is true, complete, and accurate in all respects.

Applicant Client Name:
Signing Officer(s):
Name:
Business Title:
Signature:
Date (DD/MM/YYYY)
Name:
Business Title:
Signature:
Date (DD/MM/YYYY)

COMPLETION GUIDE – APPENDIX C: BENEFICIAL OWNERSHIP

Exemption Criteria

Collection of beneficial ownership information is not required for entities that meet all three of the following criteria; **or** for wholly owned subsidiaries of that entity.

1. Minimum net assets (assets less liabilities) of \$75 million on its last audited balance sheet, **and**
2. Shares are traded on a recognized stock exchange. (Refer to Section 262 of the Canadian Income Tax Regulations: <http://www.fin.gc.ca/act/fim-imf/dse-bvd-eng.asp> for complete list. List included on Page 9 for your easy reference). **and**
3. Operates in a country that is a member of the Financial Action Task Force (FATF). (Includes Canada, USA, UK and many other countries. See <http://222/fatf-gafi.org> for complete list).

Applicant Entity meets exemption criteria

- Complete Section A only

Applicant Entity does not meet exemption criteria

- Complete Section B, C and/or D as applicable

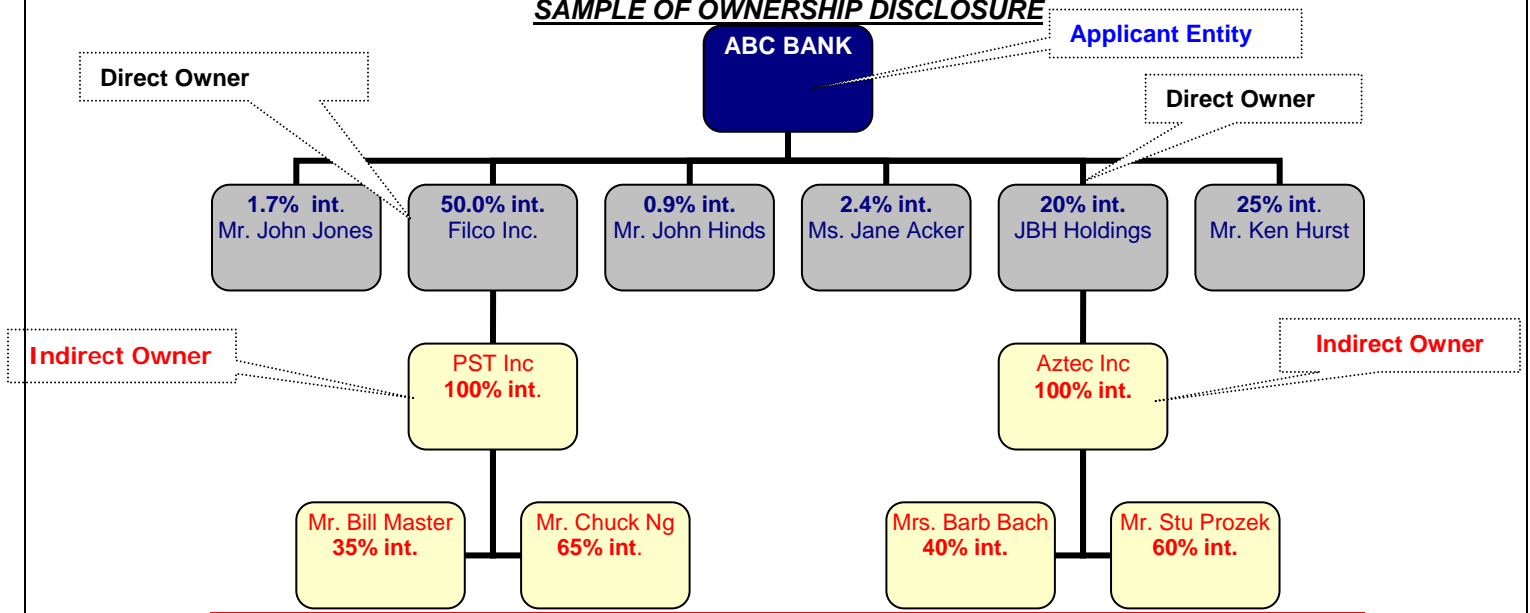
We recommend where ever possible to provide a copy of organization ownership structure, showing percentage of ownership for each direct/indirect owner. Each layer of ownership must total 100% as it assists to easily identify where additional information required. For ease of reference review Sample of Ownership Disclosure below.

Direct Owners: entity or individual with 25% or greater ownership of the **Applicant Entity**.

Indirect Owners: entity or individual holding 25% or greater ownership of a **Direct Owner** where their indirect ownership calculates to greater than 25% ownership of the he Applicant Entity

- Once a direct owner is identified as holding 25% or greater ownership - complete Sections C for entity, Section D for an individual
- Once an indirect owner is identified as holding 25% or greater ownership, complete Sections E for entity, Section E for an individual.
- NOTE: If a beneficial owner (direct or indirect) meets Exemption Criteria, provide Stock Symbol and Stock Exchange – further drill down of ownership of a beneficial owner (that meets exemption criteria) is not required.

SAMPLE OF OWNERSHIP DISCLOSURE



Individual Ownership – Details required for interest of 25% or greater

Calculation of Individual Ownership in Applicant (ABC Bank)			Are Details of Owner required?
Mr. Bill Master	Indirect	$0.35 \times 1.00 \times 0.50 = 0.175 = 17.5\%$	No
Mr. Chuck Ng	Indirect	$0.65 \times 1.00 \times 0.50 = 0.325 = 32.5\%$	Yes – Complete Section D*
Mrs. Barb Pach	Indirect	$0.40 \times 1.00 \times 0.20 = 0.080 = 8\%$	No
Mr. Stu Prozek	Indirect	$0.60 \times 1.00 \times 0.20 = 0.120 = 12\%$	No
Mr. John Jones	Direct	1.7%	No
Mr. John Hinds	Direct	0.9%	No
Ms. Jane Acker	Direct	2.4%	No
Mr. Ken Hurst	Direct	25%	Yes – Complete Section D

Entity Ownership – Details required for interest of 25% or greater

Calculation of Entity Ownership in Applicant (ABC Bank)			Are Details of Owner required?
PST Inc	Indirect	$1.00 \times 0.50 = 50\%$	Yes – Complete Section C*
Aztec Inc	Indirect	$1.00 \times 0.20 = 20\%$	No
Filco Inc	Direct	50%	Yes – Complete Section C
JBH Holdings	Direct	20%	No

*In the event that PST Inc met exemption criteria – Section C would include Stock Symbol and Stock Exchange it is traded on. Details on Mr. Chuck Ng would not be required as PST Inc is now exempt from requirement for additional details.

CANADIAN INCOME TAX REGULATIONS SECTION 262 - RECOGNIZED STOCK EXCHANGES	
AUSTRALIA	Australian Securities Exchange
AUSTRIA	Vienna Stock Exchange
BELGIUM	Euronext Brussels
BERMUDA	Bermuda Stock Exchange
CANADA	Canadian National Stock Exchange (CNSX) Montreal Exchange Toronto Stock Exchange; TSX Venture Exchange (Tiers 1 and 2)
CZECH REPUBLIC	Prague Stock Exchange (Prime Market)
DENMARK	Copenhagen Stock Exchange
FINLAND	Helsinki Stock Exchange
FRANCE	Euronext Paris
GERMANY	Frankfurt Stock Exchange Boerse Stuttgart AG (Stuttgart Stock Exchange)
HONG KONG	The Hong Kong Stock Exchange
IRELAND	Irish Stock Exchange
ISRAEL	Tel Aviv Stock Exchange
ITALY	Milan Stock Exchange
JAPAN	Tokyo Stock Exchange
LUXEMBOURG	Luxembourg Stock Exchange
MEXICO	Mexico City Stock Exchange
NETHERLANDS	Euronext Amsterdam
NEW ZEALAND	New Zealand Stock Exchange
NORWAY	Oslo Stock Exchange
POLAND	The main and parallel markets of the Warsaw Stock Exchange
SINGAPORE	Singapore Stock Exchange
SOUTH AFRICA	Johannesburg Stock Exchange
SPAIN	Madrid Stock Exchange
SWEDEN	Stockholm Stock Exchange
SWITZERLAND	SWX Swiss Exchange
UNITED KINGDOM	London Stock Exchange
UNITED STATES	American Stock Exchange Boston Stock Exchange Chicago Board of Options; Chicago Board of Trade; Chicago Stock Exchange National Assoc of Securities Dealers Automated Quotation System(NASDAQ) National Stock Exchange New York Stock Exchange; NYSE Arca Philadelphia Stock Exchange