

Tax System User Guide

V.1 October 2025



EURONEXT SECURITIES

Table of Contents

About this User Guide	4
1. Overview & Core Concepts	4
2. Participant Onboarding	5
3. Beneficial Owner Profiles	6
4. Beneficial Owner Documents	10
5. Dividends	11
1.5.1. Tax Breakdown Reconciliation	11
6. Yankee Bond Tax Certification	12
1.6.1. Authorised Signatories	13
1.6.2. Submissions	14
1.6.3. New Tax Certification Submission	16
1.6.4. Submission Data	25
1.6.5. Quick Updates	26
1.6.6. Certification Documents	28
1.6.7. Participant Positions Overview	31
1.6.8. Participant Positions History	32
1.6.9. Beneficial Owner Positions Overview	33
1.6.10. Beneficial Owner Positions History	34
7. Audits	35
8. Data Imports	38
9. Management	39
1.9.1. Users	39
1.9.2. User Roles	40
1.9.3. Accounts	41
1.9.4. Corporate Action (CA) Events	42
1.9.5. CA Event Accounts	42
10. Profile Management	43
1.10.1. Profile	43
1.10.2. Change Password	44
11. User Interface Overview	45
1.11.1. Navigation Bar	46

1.11.2. Master-List Layout	46
1.11.3. Data Grid	46
1.11.4. Status Labels	47
1.11.5. Grid Actions	47
1.11.6. Filtering	48
1.11.7. Sorting	49
1.11.8. Bulk Actions	50
1.11.9. Table options	50
1.11.10. Pagination	52
12. Processes & Common Flows.....	53
1.12.1. Forms.....	53
1.12.1. Bulk Uploads	55
13. Contact	56

About this User Guide

This guide provides Tax System users with clear instructions for navigating and operating the platform's features. It covers the available tools, user roles, data processing flows and reporting functionalities, supporting users throughout their experience.

Purpose

This document provides:

- An overview of the Tax System
- Introduction to the platform's processes and flows

Instructions per view for managing components and process flows like Beneficial Owner Profiles & Documentation, Submissions, Data Imports of Tax Breakdowns, Reporting, Audits and a guide on how to navigate the User Interface (UI)

IMPORTANT NOTE

This guide does not replace any of Euronext Securities Milan operational procedures. The purpose of this document is to explain key functions and settings and provide guidelines for the use of the Tax System. For operational procedures, timings and deadlines, please refer to the technical and operational documentation published by Euronext Securities Milan.

The Tax System is subject to continuous enrichment, so please note there will be subsequent iteration of this guide.

The application adapts to different screen resolutions to ensure an optimal experience on each type of device. The guide applies only to desktop devices.

1. Overview & Core Concepts

The Tax System is the platform used by Euronext Securities Milan to provide tax relief services to its Participants. It covers multiple markets and investor types, providing an ever-growing set of tax relief services.

The Tax System handles the tax certification activity of users at CSD account and beneficial owner levels. It also reconciles eligible position and conducts the relevant calculation of withholding tax, gross and net amounts. Additionally, the Tax System manages the compliance reporting required tailored to the specific investment markets on behalf of Participants.

The Tax System provides different workflows depending on the market, instrument type and tax relief requirements in the specific market. The application is designed to guide Participant users through tax relief service processes efficiently, ensuring compliance with all local tax requirements and adequate withholding tax relief handling.

2. Participant Onboarding

A Participant is onboarded into the system as a *Company*. For a new Company to be onboarded, it must first be provisioned and configured. During the Company creation process, an Account Coordinator is assigned and is responsible for completing the onboarding process, including validating the Company's information.

Home > Complete your Profile

COMPLETE YOUR PROFILE

Welcome! To get started, please complete your profile first.

ACCOUNT INFORMATION

* First Name

* Last Name

* Email Address

This email is associated with your account and cannot be changed

* Username

* Create Password

☐

* Re-enter Password

☐

Passwords don't match

- One lowercase character
- One uppercase character
- One number
- One special character
- 8 characters minimum

Home > Company details

COMPANY DETAILS

Review the details below and confirm they are accurate.

COMPANY DETAILS

* Company Name

* Company Code

* BIC / SWIFT

* System Subdomain Name

The specific subdomain designated for the company's internal or client-facing systems

* System Type

* Company Type

The Onboarding Process – during this process, the Account Coordinator must complete their profile and validate the Company's information

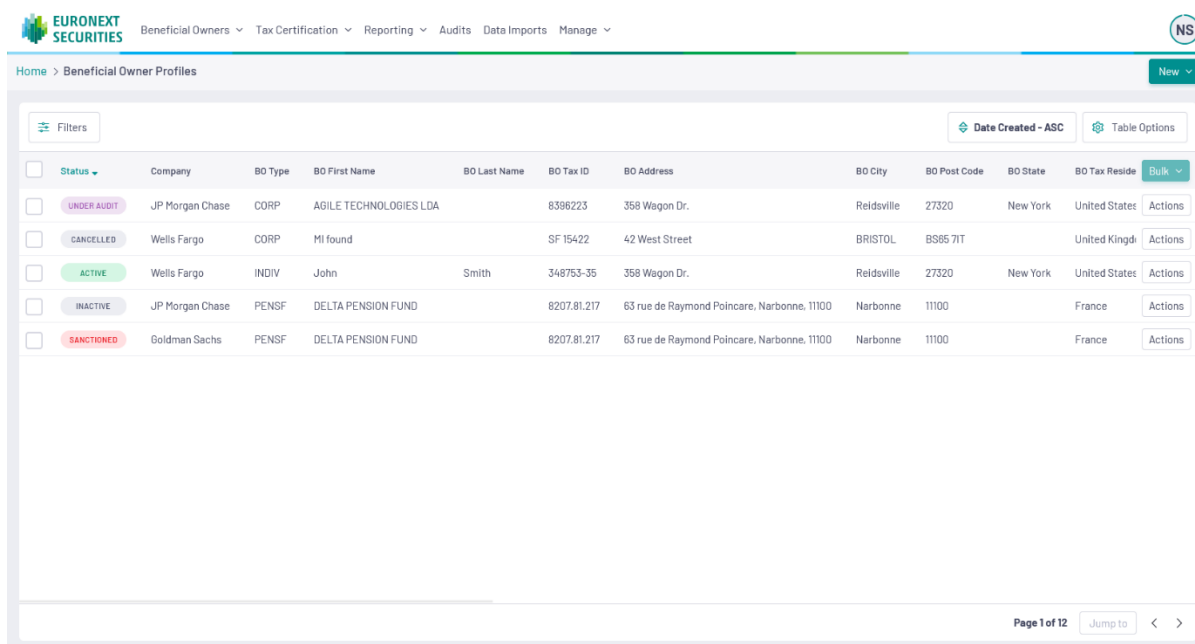
The Account Coordinator can invite additional users to the system by adding them through the [Users](#) view.

3. Beneficial Owner Profiles

Navigation: Beneficial Owners > Beneficial Owner Profiles

Beneficial Owner Profiles (also referred to as BO Profiles, BOs or Investors) are a crucial component of all tax-related processes. The Tax System determines the Tax Status of each BO in each investment market and security type, essentially applying the correct tax rate based on:

- The individual market requirements for the type of BO and security, and
- Whether the BO has provided required supporting BO documentation.



Status	Company	BO Type	BO First Name	BO Last Name	BO Tax ID	BO Address	BO City	BO Post Code	BO State	BO Tax Reside	Actions
UNDER AUDIT	JP Morgan Chase	CORP	AGILE TECHNOLOGIES LDA		8396223	358 Wagon Dr.	Reidsville	27320	New York	United States	Actions
CANCELLED	Wells Fargo	CORP	MI found		SF 15422	42 West Street	BRISTOL	BS95 7IT		United Kingdom	Actions
ACTIVE	Wells Fargo	INDIV	John	Smith	348753-35	358 Wagon Dr.	Reidsville	27320	New York	United States	Actions
INACTIVE	JP Morgan Chase	PENSF	DELTA PENSION FUND		8207.81.217	63 rue de Raymond Poincare, Narbonne, 11100	Narbonne	11100		France	Actions
SANCTIONED	Goldman Sachs	PENSF	DELTA PENSION FUND		8207.81.217	63 rue de Raymond Poincare, Narbonne, 11100	Narbonne	11100		France	Actions

Beneficial Owner Profile View

The *Beneficial Owner Tax Status* modal pop-up, which is accessible via Actions > Tax Status, shows:

- Tax Rates per market and security type based on the BO type.
- The number of supporting BO documents required in that specific market to obtain the different tax rates available per security and BO type.

Users can select the market from the top right, which will populate the table with the supported security types and applicable tax rates.

BENEFICIAL OWNER TAX STATUS

Market

Belgium

Name	Tax ID	Type	Country
DELTA PENSION FUND	8207.81.217	PENSF	FR

Tax Rates

Market Required Documents

Security Type	Required Docs	Doc-Based Rate	Last Updated
DEBT, CORP (BE)	3 / 4	15.0000%	Jul 03 2025, 01:00:25 GMT
DEBT, GOVT (BE)	3 / 3	0.0000%	Jul 03 2025, 01:00:25 GMT
EQUITY (BE)	0 / 4	26.0000%	Jul 03 2025, 01:00:25 GMT
FUND (BE)	3 / 3	0.0000%	Jul 03 2025, 01:00:25 GMT
REIT (BE)	1 / 2	26.0000%	Jul 03 2025, 01:00:25 GMT

Optimal Tax Relief Rate

Reduced Tax Relief Rate

No Tax Relief

Done

Beneficial Owner Tax Status

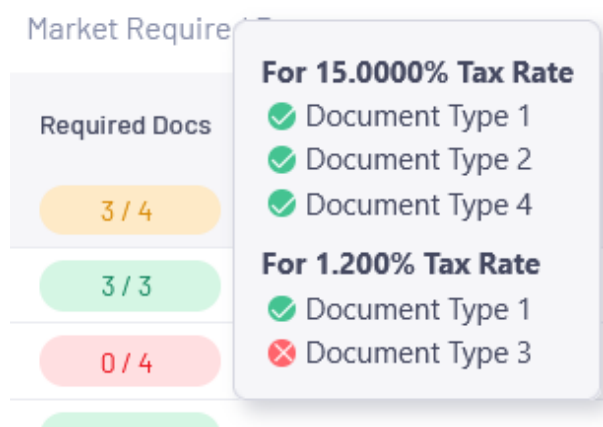
Required Docs indicator: For each market selected, the modal displays

- the number of valid BO documents uploaded by the user for that BO and market versus
- the number of BO documents required to certify the eligibility for the corresponding rate. (please refer to [Beneficial Owner Documents](#) section).

The colour reflects Tax Relief Eligibility based on the number of supporting documents currently uploaded and validated, that can be either

- Optimal, in green
- Reduced, in amber or
- No Tax Relief Rate, in red

Different combinations of supporting documents may result in different applicable tax rates. By hovering over the coloured box, the user can view a list of available tax rates along with the relevant documentation required to certify eligibility.



Sample tooltip for the record with Required Docs 3/4

In this sample, there are 2 different combinations of documents for 2 levels of Tax Relief Rate; 3 documents have been uploaded (Document Type 1, 2, 4) while one document has not been uploaded (Document Type 3) – subsequently showing 3/4.

Because the uploaded documentation does not satisfy requirements for the more Optimal Tax Relief Rate (1.2%), but it does meet requirements for a another Reduced Tax Relief Rate (15%), this BO is only eligible for the Reduced Tax Relief Rate (15%) for that specific security type, thus the orange-coloured box. Please note that, as shown in this example where in total there are four required documents but only two documents are required for Optimal tax relief (and three required for Reduced tax relief), it may be possible to achieve tax relief with less than all of the Required Docs.

The *Market Required Documents* tab shows a list of all supporting documents that have been uploaded and associated with this BO, together with the status of each document, whether they are still active, due to expire or already expired. For expiring as well as expired documents, the system will send an email notification to the participant user, advising to upload new documents into the system to continue benefiting the appropriate tax relief.

BENEFICIAL OWNER TAX STATUS Market: Belgium ▼

Name	Tax ID	Type	Country
DELTA PENSION FUND	8207.81.217	PENSF	FR

Tax Rates Market Required Documents

Status	Document Type	Document Name	Expiration Date	Last Updated	Required for
NOT ON FILE	Document Type 1	-	-	-	DEBT, COPR(BE) / DEBT, GOVT(BE) / EQUITY(BE)
ACTIVE	Document Type 2	BO_AGILETECH_DOC_T_002.PDF	Jul 20 2025	Jul 03 2025, 01:00:25 GMT	EQUITY(BE)
EXPIRING	Document Type 11	BO_AGILETECH_DOC_T_0011.PDF	Jul 20 2025 ⚠	Jul 03 2025, 01:00:25 GMT	DEBT, COPR(BE) / DEBT, GOVT(BE)
EXPIRED	Document Type 12	BO_AGILETECH_COR_20230705.PDF	Jul 02 2025	Jul 03 2025, 01:00:25 GMT	DEBT, COPR(BE) / EQUITY(BE)

Done

Market Required Documents tab

1.3.1.1. Actions

The following actions are available in this view:

- **New > Beneficial Owner Profile:** A form opens in the Sidepanel Viewport. Complete at least the required fields and click '**Create BO Profile**' at the bottom. The record will be available for use once it has been approved through an audit.
- **New > Bulk Upload:** Navigates to a new screen flow (*for more information refer to [Bulk Uploads](#)*)
 - First-time users can download the 'Bulk File' template from the bottom of the screen. The instructions included within the template will guide the user to structure and populate the bulk file according to the platform requirements.
 - User drags and drops the file or clicks '**Browse for file**' to select the template where the data can be input. After uploading, a progress indicator will appear while the system uploads and checks the file for structural errors. If the file is correctly populated, the user clicks '**Next**' to continue and complete the process. All processed records will become available once they have been approved through an audit.

1.3.1.2. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **View:** View Beneficial Owner form in the Sidepanel Viewport.
- **Edit:** Edit Beneficial Owner fields in the form that appears in the Sidepanel Viewport. Fields are edited individually and then submitted for review. This option is only available for roles with form-editing permissions.
- **View Tax Status:** View Beneficial Owner Tax Status (*explained in the previous section*).


- **View BO Documents:** Navigates to the BO Documents screen and shows all documents associated with this BO.
- **Extract BO Fields:** Extract current BO fields in CSV format.
- **Extract BO Edit History:** Extract a full history of the BO field edits in CSV format.
- **Delete:** Only newly created records that have been Rejected during an Audit process can be deleted.

4. Beneficial Owner Documents

Supporting documents required to confirm relief eligibility are uploaded and linked to the corresponding BO Profiles.

These documents are imported into the system alongside a CSV file that links such documents to the respective BO Profile.

The system updates the Tax Status of the relevant BO Profile accordingly, determining the correct applicable tax rate per each market and security type based on the valid required documents on file (*refer to [Beneficial Owner Profiles](#) section*).


Beneficial Owners ▾ Tax Certification ▾ Reporting ▾ Audits ▾ Data Imports ▾ Manage ▾
NS

Home > Beneficial Owner Documents Documents Upload

Filters
Date Created - ASC
Table Options

Status ▾	Paper Docs Processed	Company	Document ID	Document Type	Document Filename	CSV File	CSV Row	Errors in Row	BO Tax ID	BO Country	Tax Year	Actions
UNDER AUDIT		Citigroup	14231	BE-COR	BNYM_DOC_W7921472.PDF	BNYM_BO_F20250709_012.CSV	49	N	76146297	BE	2025	Actions
UNLINKED		Wells Fargo	14231	BE-COR	BNYM_DOC_W63582070.PDF	BNYM_BO_F20250709_012.CSV	24	N	70992599	BE	2025	Actions
NO CSV		Bank of America	14232	-	BNYM_DOC_W7620767.PDF	-	-	-	-	-	-	Actions
NEEDS REVIEW		Morgan Stanley	14233	BE-COR	BNYM_DOC_W91728498.PDF	BNYM_BO_F20250709_012.CSV	26	Y	73510812	BE	2025	Actions
ACTIVE		JP Morgan Chase	14234	BE-COR	BNYM_DOC_W75463963.PDF	BNYM_BO_F20250709_012.CSV	13	N	66930554	BE	2025	Actions
ACTIVE		Citigroup	14234	BE-COR	BNYM_DOC_W61577903.PDF	BNYM_BO_F20250709_012.CSV	47	N	65496054	BE	2025	Actions
EXPIRING	✓	Goldman Sachs	14235	BE-COR	BNYM_DOC_W56721124.PDF	BNYM_BO_F20250709_012.CSV	27	N	98800909	BE	2025	Actions
REJECTED	✗	Goldman Sachs	14236	BE-COR	BNYM_DOC_W98771216.PDF	BNYM_BO_F20250709_012.CSV	21	N	83232309	BE	2025	Actions
EXPIRED	✓	Citigroup	14237	BE-COR	BNYM_DOC_W98549421.PDF	BNYM_BO_F20250709_012.CSV	35	N	16195777	BE	2025	Actions
ARCHIVED	✓	Bank of America	14238	BE-COR	BNYM_DOC_W96017648.PDF	BNYM_BO_F20250709_012.CSV	48	N	61061526	BE	2025	Actions

Page 1 of 12 Jump to < >

Beneficial Owner Documents View

1.4.1.1. Actions

The following actions are available in this view:

- **Document Upload:** Navigates to a new screen flow (*for more information refer to [Bulk Uploads](#)*)
 - First time users can download the Document Report template from the bottom of the screen and follow the instructions included within, which provide guidance in the structuring and filling out the file with the document-related fields to be associated with the relevant BO profile.
 - Drag and drop this file alongside with the supported documents, or click **'Browse for file'** to select these files. After uploading, a progress indicator will appear while the system uploads all files and checks the Document Report template for structural errors. Once the file is validated, click **'Next'** to continue and complete the process.

Successfully processed records, once approved by an Audit, will link the document-related fields to the respective BO Profile. When document-related BO fields are edited, a warning is shown to enforce that the information entered must align with the supporting document.

1.4.1.2. Grid Actions

The **'Actions'** Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **Download Document:** Download the original document.
- **Edit BO Metadata Fields:** Edit document-related metadata fields in the form that appears in the Sidepanel Viewport. Fields are edited individually and then submitted for review. Once approved, the respective BO Profile fields are updated. This option is only available for roles with form-editing permissions.
- **View Beneficial Owner:** Shows associated BO Profile information in a popup modal.
- **Paper Document Processing:** where the market requires provision of original hard copies of certain BO documents, the Business Operations team -upon receipt- evaluates and compares them to the digital version on-file and marks them as valid, to be then forwarded to the Tax Authorities.

5. Dividends

1.5.1. Tax Breakdown Reconciliation

Navigation: Reporting > Tax Breakdown Reconciliation

In order to obtain Relief at Source, users may have to upload tax breakdown files (please see [Data Imports](#)).

In these cases, the system reconciles the breakdown file in two ways.

- Positions – the Tax System reconciles the uploaded breakdown of positions versus the CSD eligible position.
- Tax Rates – expected tax rates uploaded in the breakdown versus applicable tax rates detected by the system based on valid documents on file for the relevant BO profile.

The results of this reconciliation are displayed on the Relief at Source Reconciliation screen, which provides a view at BO level, reporting:

- A status indicator stating whether the reconciliation can be considered preliminary or final.
- The result of reconciliation at both account and BO levels.

Status	Company	ISIN	Certification Status	Record Date	Payment Date	Reversal Instruction Date	Reversal Payment Date	T2S Account Number	Total Account Position Reported	Total
PRELIMINARY	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088500	91526	
CANCELLED	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088500	91526	
FINAL	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088500	91526	
FINAL	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088500	91526	
FINAL	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088400	1949228	
FINAL	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088500	91526	
FINAL	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088500	91526	
FINAL	Bank of America	IT0005383291	CERT	Jun 17 2025	Jun 18 2025	Jun 26 2025, 20:08:25 GMT		MOTIIRVTBEBBDCP6088400	1949228	

The Tax Breakdown Reconciliation view

6. Yankee Bond Tax Certification

A core feature of the Tax System is to guide participants through the Tax Certification Submissions (also referred as TCS) process, allowing them to generate the necessary tax documentation for further transmission to the Italian Tax Authority on behalf of their tax-exempt investors.

Certain pre-requisites must be in place for a Tax Certification Submission to be initiated.

Created / Provided by Internal Ops

- **Securities:** Submissions are directly linked to the securities that must exist in the system.
- **Projects:** A project must be created and linked to the securities that it represents. Projects consist of tranches that define specific characteristics such as the issue amount, maturity, coupon rate, which apply to the associated securities.
- **CA Events:** The feed provides all the corporate action event data affecting the supported securities.
- **Security Position Reports:** The feed is required to reconcile the certified or un-certified position holdings with those held by the participant on a daily basis.
- **Upstream Accounts:** Must be created in situations where submissions are made by indirect participant of the clearing system, therefore requiring such position to be confirmed by the direct participant (upstream entity) of the clearing system.
- **Participant onboarding:** A System must be set up and a user assigned as its Account Coordinator (Admin).

Created / Provided by Participant

- **Beneficial Owner Profiles** must be created.
- An **Authorised Signatory** must be created in the system, who will be responsible to physically sign the documents generated during the Tax Certification Submission process.
- An additional **User** must be onboarded to perform the 4-eye internal review (Audit)

1.6.1. Authorised Signatories

Navigation: Manage > Authorised Signatories

Authorised Signatories are designated representatives of a participant responsible for physically signing any new Documents generated during the [Tax Certification Submission](#) process. At least one Authorised Signatory must exist in the system to initiate a Tax Certification Submission process.

Status	Company	Email Address	First Name	Last Name	Date of Birth	City of Birth	Country of Birth	ID Type	ID Number	Department	Jo	Actions
UNDER AUDIT	BNP Paribas	wbrown@company.com	William	Brown	Jan 16 1990	Drama	GR	Fiscal Code	QM4K09IDCFVHEVJ6	Operations	He	Actions
CANCELLED	Sumitomo Mitsui Financial Group	cgreen@company.com	Chloe	Green	Oct 16 1978	Drama	GR	Fiscal Code	JFYRC1BNS6H8I2V4	Operations	He	Actions
ACTIVE	JP Morgan Chase	olopez@company.com	Olivia	Lopez	Feb 17 1982	Drama	GR	Fiscal Code	OK5HY8QMS65LCVY9	Operations	He	Actions

The Authorised Signatories view

1.6.1.1. Actions

The following actions are available in this view:

- **New Authorised Signatory:** A form opens in the Sidepanel Viewport. Complete the required fields and click '**Create Authorised Signatory**' at the bottom. The record will be available for use once it has been approved through an audit.

1.6.1.2. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the record's status and user permissions.

- **View:** View Authorised Signatory form in the Sidepanel Viewport
- **Edit:** Edit Authorised Signatory fields in the form that appears in the Sidepanel Viewport. Fields are edited individually and then submitted for review. This option is only available for roles with form edit permissions.
- **Delete:** Only newly created records that have been Rejected during an Audit process can be deleted

1.6.2. Submissions

Navigation: Tax Certification > Submissions

The Submissions View provides an overview of all the created submissions and their current status.

Status	Digital Docs Received	Digital Docs Processed	Participant Confirmed	Paper Docs Processed	Reference Number	Method	Date Created	Actions
PENDING					23571	One-by-One	Feb 05 2028, 14:32:02 GMT	Actions
UNDER AUDIT	✓				23572	Quick Update	Feb 05 2028, 14:32:02 GMT	Actions
IN PROGRESS	✓		✓		23573	Quick Update	Feb 05 2028, 14:32:02 GMT	Actions
COMPLETED	✓	✓	✓	✓	23574	Bulk	Feb 05 2028, 14:32:02 GMT	Actions
CONFIRMED	✓	✓	✓		23575	Bulk	Feb 05 2028, 14:32:02 GMT	Actions
REJECTED	✓	✗			23576	Bulk	Feb 05 2028, 14:32:02 GMT	Actions
CANCELLED	✓	✓			23577	Bulk	Feb 05 2028, 14:32:02 GMT	Actions

Tax Certification Submissions View

The status labels communicate the current phase of the submission process, while the checkmark indicators provide more detail of which steps have been completed within that phase.

Status Label	Meaning
Pending	Digital signed documents have not yet been uploaded. In the last step of a submission, the Authorised Signatory is required to download any new certification document generated, wet sign it and upload it back to the system.
Under Audit	Digital signed documents have been uploaded and are pending an internal 4-eye review (Audit)
In Progress	Submission is being processed: <ul style="list-style-type: none"> Business Ops team need to evaluate the signed certification document and mark it as eligible to be submitted to the Tax Authorities In case there is an Upstream entity, they need to confirm the position holdings submitted during the TCS
Confirmed	Submission is eligible for tax relief reclaim purposes, but Paper Document evaluation is still pending. The uploaded digital documents signed by the Authorised Signatory need to be physically sent to Business Ops for what is called <i>Paper Document Evaluation</i> .
Completed	The submission has been completed
Rejected	The submission has been rejected: <ul style="list-style-type: none"> By the Upstream entity During an internal 4-eye Review
Cancelled	The submission was cancelled by its original creator

1.6.2.1. Actions

The following actions are available in this view:

- **New > Tax Certification Submission:** A wizard opens in a new screen flow that guides users on how to complete the submission – explained in detail in the section below.
- **New > Bulk Upload:** Navigates to a new screen flow (*for more information refer to [Bulk Uploads](#)*)
 - If this is your first time using the function, download the 'Bulk File' template from the bottom of the screen and follow the instructions included that will guide you to structure and populate the bulk file according to the platform guidelines.
 - Drag and drop your file, or click '**Browse for file**' to select the template populated with your data. After uploading, a progress indicator will appear while the system uploads and checks the file for structural errors. If the file is correctly populated, click '**Next**' to continue and complete the process. All processed records will become available once they have been approved through an audit.

1.6.2.2. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **Edit:** It is allowed to edit Submissions up to the [Review](#) step
- **Download Data Submission Receipt:** The receipt is the printed version of the Submission Review step
- **View Submission Document(s) Status:** Navigates to Step 6 of the Submission process – [Tax Certification Document Status](#)
- **View Submission Data:** Navigates to the [raw data view](#) for this submission, which presents information at a detailed beneficial owner level, showing individual positions

1.6.3. New Tax Certification Submission

Navigation: Tax Certification > Submissions > New > Tax Certification Submission

The Tax Certification process is divided into multiple logical steps explained in detail below.

1.6.3.1. Step 1 – Initiating the Submission

The submission process is initiated by selecting an Issue (*Security*), selecting the Settlement Date and adding one or more Beneficial Owner position holdings as shown in the image below.

NEW TAX CERTIFICATION SUBMISSION

After you search by Issuer name or ISIN / CUSIP and then Settlement Date, add one or more Beneficial Owner Positions to create a New Tax Certification Submission.

* Select an Issue
Search by Issuer name or ISIN / CUSIP

* Settlement Date
2025-10-10
Settlement Date of Increase to Beneficial Owner Positions

BENEFICIAL OWNER POSITIONS Add Positions

No Positions added yet.

Cancel Next

New TCS Step1 - Initiating the Submission

The Issue dropdown is used to search and select the ISIN for an upcoming payment date.

* Select an Issue

Telecom Italia S.p.A. / US3276GAA79 / Payment Date - 24 Sep 2024

Search by Issuer name or ISIN / CUSIP

Telecom Italia S.p.A. - \$450mil 4.15% Notes due 2020 ← Project

Telecom Italia S.p.A. / US3276GAA79 / Payment Date - 24 Sep 2024 ✓

Telecom Italia S.p.A. / US6223GAA50 / Payment Date - 24 Sep 2025

Issuer Security Corporate Action

After the selection of the Settlement Date, the Beneficial Owner position holdings to be certified are added in the submission. Clicking on the '**Add Positions**' button, a popup modal is presented that requires the following information:

- **Beneficial Owner:** Is selected from a list. Requires that the [BO Profile has already been created](#).
- The sequential confirmation of position holdings along the custodial chain is key to the certification of tax relief requests. In this process, the Upstream Account is selected from a prepopulated list, so that the positions submitted are validated by the Upstream Entity.
- **Account Number:** Is internal Account number for position holdings.

- **Position Increase:** The Beneficial Owner position holdings as of Settlement Date that require certification.

ADD BENEFICIAL OWNER POSITIONS

*** Beneficial Owner**

ING TRADING B.V. / 003102977 / NL

*** Upstream Account**

DTC - 972

Upstream Account where Securities are held

*** Account Number**

ACCT-23452123

Account Number of Beneficial Owner at my Custodial Institution

*** Position Increase**

5,000,000

Increase to Beneficial Owner Positions

Cancel

Add BO Positions

Adding Beneficial Owner position holdings

Multiple Beneficial Owner position holdings can be added to a submission – then click on **'Next'** to continue to the following step.

1.6.3.2. Step 2 – KYC Custodian Bank, Intermediary or First Level Bank (FLB)

In this step, the primary submitting institution of position holdings to the Tax Authorities is defined – this version of the platform prepopulates this information from the current Participant's Company page.

EURONEXT SECURITIES Beneficial Owners ▾ Tax Certification ▾ Reporting ▾ Audits Data Imports Manage ▾

Home > Tax Certification Submissions > New Tax Certification Submission

KYC CUSTODIAN BANK, INTERMEDIARY OR FIRST LEVEL BANK

Select whether you want to use our existing profile details to make this submission or enter new data that will **only be used for this particular submission**.

* Name of First Level Bank
Acupay Bank

* BIC / SWIFT
BCITITMMXXX
Indicative SWIFT Code for consistent identification purposes only

* Address
54 W. 27th Street, 4th Floor

* City
New York

* Post Code
NY 1000

* Country
United Kingdom ▾

Cancel Previous Next

New TCS Step 2 – KYC Custodian Bank, Intermediary or First Level Bank (FLB)

1.6.3.3. Step 3 – Affirmations

This page contains one or more Project-specific legal affirmations that have to be individually confirmed before the process continues.

To ensure that affirmations are read, the confirmation checkbox is placed at the bottom of each affirmation, which, once checked, enables the following affirmation for evaluation.

After each affirmation is read and confirmed, click on '**Next**' to continue to the next step.

AFFIRMATIONS

Please read and confirm each of the following affirmations individually to continue.

AFFIRMATIONS - PART I CONFIRMED

AFFIRMATIONS - PART II CONFIRM PENDING

We agree/affirm that:

If changes to this client's position(s) occur such that the securities identified in this data report are not held by this investor in the amounts indicated, the change in ownership will be notified to Acupay no later than 9:45 a.m. on the first New York business day after the relevant settlement date. The report of any change will be made via the Acupay System under the tab "Current Open Requests & Quick Updates".

We understand that if we fail to comply with the procedures contained within the Offering Memorandum for the Notes (as summarized in the related DTC Important Notice) the related note position(s) will be subject to a mandatory exchange into an alternate Net Paying CUSIP which will be paid net of 28.00% Italian substitute tax and chilled from transfer via DTC, as more fully described in the Offering Memorandum.

AFFIRMATIONS - PART III CONFIRM PENDING

Cancel Previous Next

New TCS Step 3 – Affirmations

1.6.3.4. Step 4 – Authorised Signatory

The Authorised Signatory is the person responsible to wet-sign any new certification documents that might be generated through the submission process. It is required that at least one Authorised Signatory has been created in the system. Click on '**Next**' to continue to the next step.

AUTHORISED SIGNATORY

Please select an Authorised Signatory.

Nick Sotiriadis - nsotiriadis@euronext.com

Cancel Previous Next

New TCS Step 4- Authorised Signatory

1.6.3.5. Step 5 – Review

This page shows an overview of the whole submission, and, to ensure that everything was populated / selected as intended the confirmation box should be checked before clicking on '**Next**'.

REVIEW

Please ensure that all the information you are about to submit is correct.

BO POSITIONS

TELECOM ITALIA S.P.A. / US1500GAA59 / PD - 24 FEB 2025	
ING TRADING B.V. / 003102977 / NL DTC-2142 / 840,000.00 / Feb 20 2025	✓
MAVEN CAPITAL MARKETS LTD / 42-178/176734 / FR DTC-3543 / 780,000.00 / Feb 20 2025	✓
SUM TRADING / 210126394 / US DTC-1708 / 640,000.00 / Feb 20 2025	✓
ASR BANK A/S / DK30013064 / DK DTC-8348 / 380,000.00 / Feb 20 2025	✓

KYC CUSTODIAN BANK, INTERMEDIARY OR FIRST LEVEL BANK

Name OF First Level Bank	Acupay Bank
BIC / SWIFT	BCITITMMXXX
Address	54 W. 27th Street, 4th Floor
City	New York
Post Code	NY 1000
State	-
Country	United Kingdom

AUTHORISED SIGNATORY

Nick Sotiriadis - Tax ID: A212321

AFFIRMATIONS

AFFIRMATIONS - PART I	✓
AFFIRMATIONS - PART II	✓

☒ I have read thoroughly the above information and I confirm that everything is populated as intended.

Cancel Previous **Next**

New TCS Step 5 – Review

1.6.3.6. Step 6 - Tax Certification Document Status

In order for investors to receive tax exemption in specific Market & Security Type combinations, there must be timely reports of trade settlements and investors must also have on-file with the Tax System certain documents that may have been generated in previous submissions.

Based on the data submitted and the documentation already on-file, after the review the system might have generated missing documents that need to be downloaded, signed by the Authorised Signatory and reuploaded into the system.

If all documentation is on-file, then the '**Submit**' button at the bottom is enabled and the process can be concluded. If not, then further action is required. Note that the process can be resumed at a later time; this view is accessible through the '**Actions**' menu of a submission record in the [Submissions](#) view.

EURONEXT SECURITIES Beneficial Owners Tax Certification Reporting Audits Data Imports Manage

Home > Tax Certification Submissions > New Tax Certification Submission

TAX CERTIFICATION SUBMISSION DOCUMENT STATUS

In order for investors to receive exemption from the imposition of Italian Substitute tax, there must be timely reports of trade settlements and investors must also have on-file with the system certain documents.

Based on your data submission and the documentation already on-file, the system may have generated missing documents. Further instructions about the process can be found inside each individual document page accessed by the items below.

Information: You may resume your document upload at a later stage, by accessing this page from the Tax Certification Submissions screen and the respective Submission Record actions.

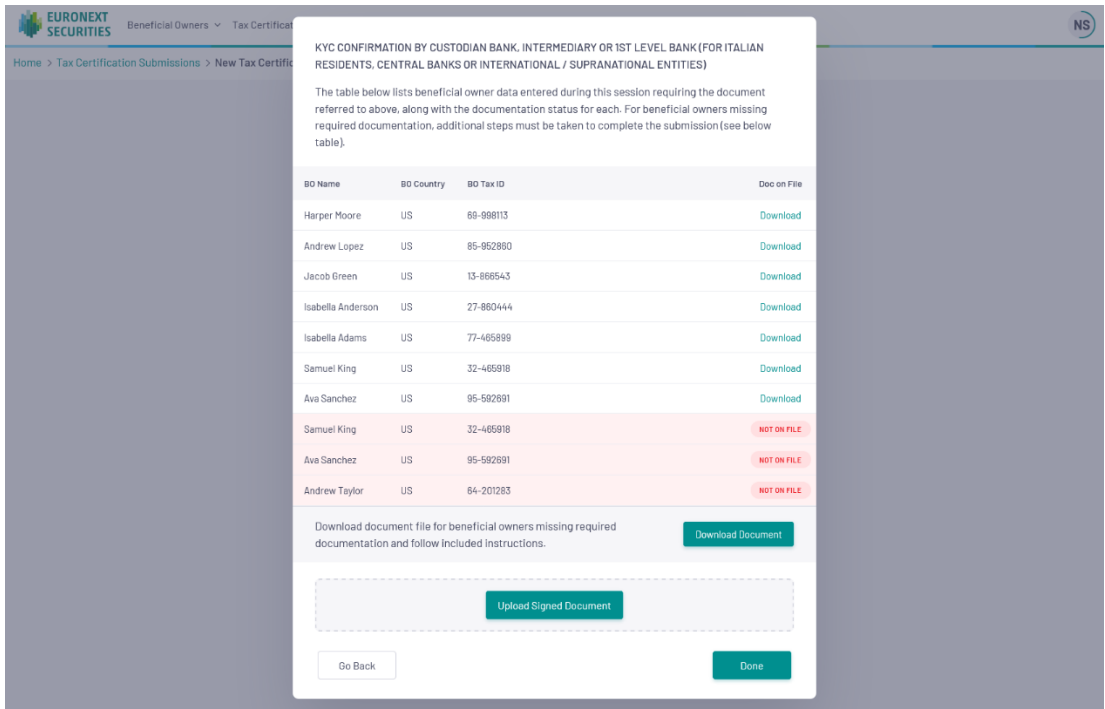
KYC Confirmation by Custodian Bank, Intermediary or 1st Level Bank (for Italian Residents, Central Banks or International / Supranational Entities) View details >	PENDING
Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank View details >	READY

[Go Back](#) [Submit](#)

New TCS Step 6 – Document Status

In the example submission above, two documents are required:

- The KYC Confirmation by Custodian bank document shows a '**Pending**' status, indicating that the system might be missing required documents for this submissions. In the example details screen view shown below, the certification document is already on file for the first 7 investors; for the remaining 3 investors not on file, the system has generated a document that must be downloaded, signed by the Authorised Signatory and uploaded back in this details view.



The details screen view of a document in 'Pending' status

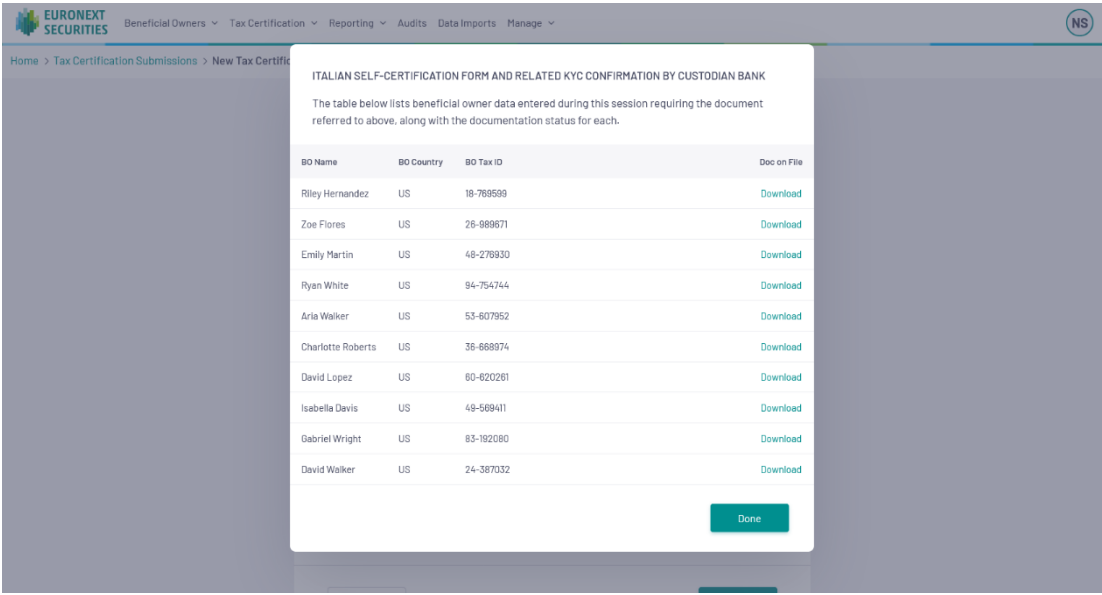
Once the signed document is uploaded and the modal popup is closed, then the document status changes to **'File Uploaded'**.

KYC Confirmation by Custodian Bank, Intermediary or 1st Level Bank (for Italian Residents, Central Banks or International / Supranational Entities)

FILE UPLOADED

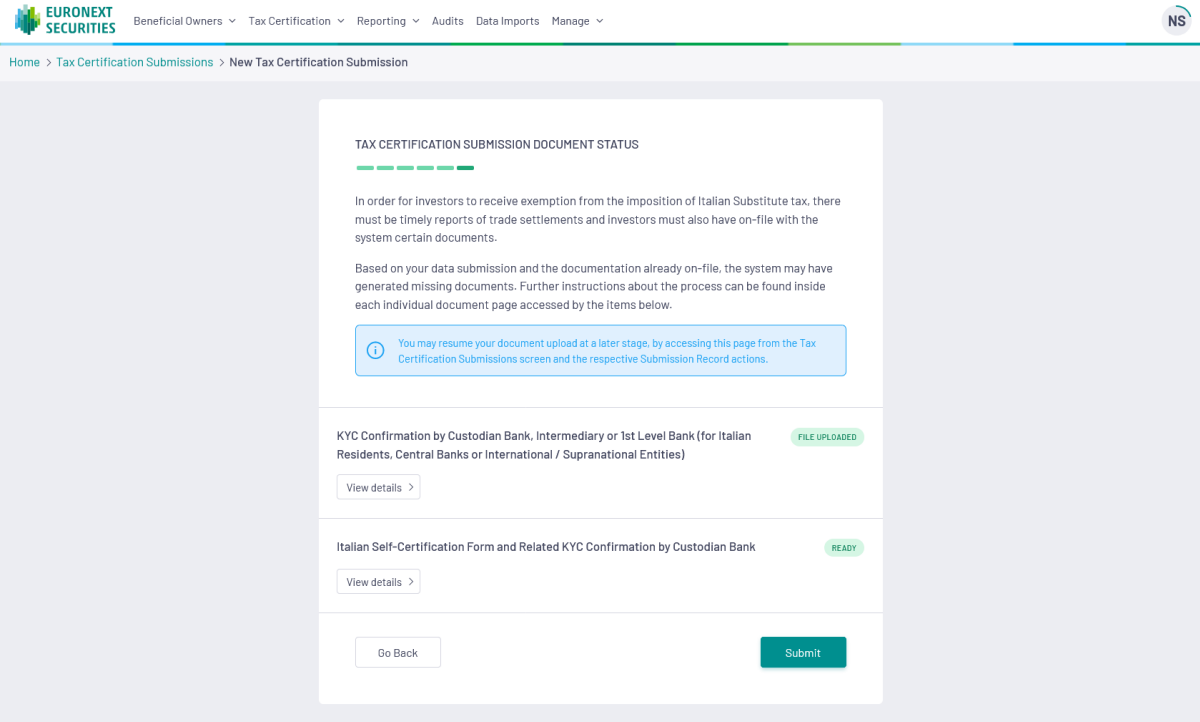
View details >

- The Italian Self-Certification Form shows a **'Ready'** status, indicating that the system has confirmed all required documentation for this submission is already on file and no further action is needed.

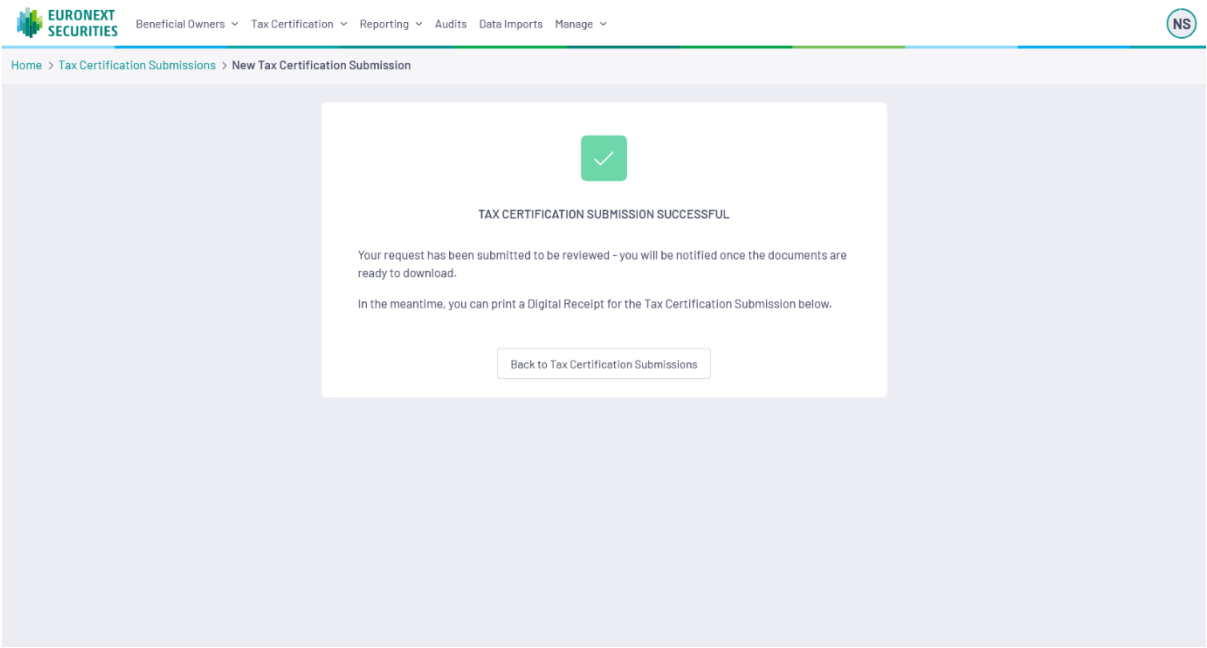


The details screen view of a document in 'Ready' status

Once all the documents are in either status **'File Uploaded'** or **'Ready'** the **'Submit'** button is enabled and the form can be submitted.



All documents are in place, 'Submit' button is enabled and the form can be submitted



The Tax Certification Submission was successful

1.6.4. Submission Data

Navigation: Tax Certification > Submission Data

In this view, the *raw data* for Tax Certification Submissions is displayed at a granular, beneficial owner level, reporting individual positions.

The screenshot displays a data table for tax certification submissions. The table has columns for Status, Digital Docs Received, Digital Docs Processed, Participant Confirmed, Paper Docs Processed, Reference Number, Method, Issuer Name, ISIN / CUSIP, Payment Date, Position Settlement Date, Upstream Account, and Actions. The data rows show various submission statuses: PENDING, UNDER AUDIT, IN PROGRESS, COMPLETED, CONFIRMED, REJECTED, and CANCELLED. Each row includes a reference number, method (Bulk), issuer name (Telecom Italia S.p.A.), ISIN/CUSIP, payment date (Feb 05 2024), position settlement date (Feb 05 2028), and upstream account (Monte Titoli - 51038). The table is paginated, showing Page 1 of 12. The Euronext Securities logo and navigation menu are at the top, and a breadcrumb trail 'Home > Tax Certification Submissions Data' is visible.

Tax Certification Submission Data View

This view is using the same status labels as the Tax Certification Submissions view to communicate the current phase of the submission data, while the checkmark indicators provide more detail of which steps have been completed within that phase – refer to [Submissions](#) section for more details.

1.6.5. Quick Updates

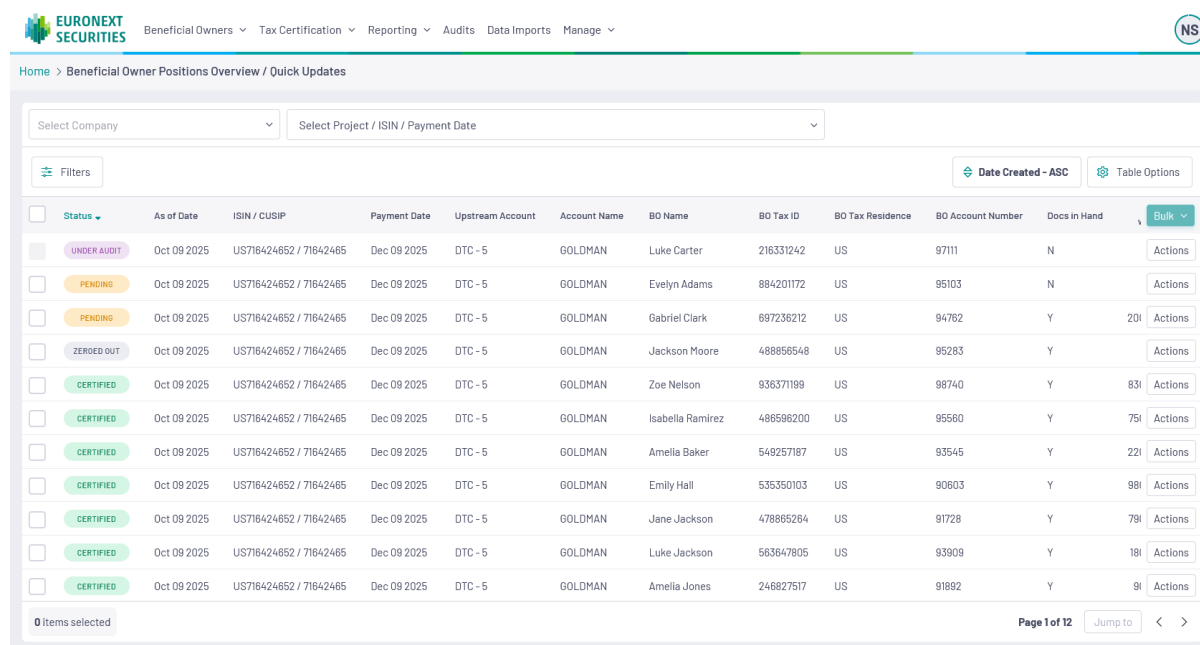
Navigation: Tax Certification > Quick Updates

Quick Updates (QU) are shortcuts to amending the position holdings that have already been certified, without having to re-commence the entire certification submission process since any given BO can sell part of their holdings, sell them entirely, or buy further securities of the same ISIN and thus increase their position holdings.

Any difference of BO position holdings is detected by the reconciliation of on-file position holdings compared against Security Position Reports (SPR) feed on a Participant level for a given event/payment period.

Participants should then be able to take remedial action by updating the holdings previously reported in the initial Tax Certification Submission for one or more of the beneficial owners included in the submission.

Quick updates are performed through the [Beneficial Owner Positions Overview](#).



Status	As of Date	ISIN / CUSIP	Payment Date	Upstream Account	Account Name	BO Name	BO Tax ID	BO Tax Residence	BO Account Number	Docs in Hand	Actions
UNDER AUDIT	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Luke Carter	216331242	US	97111	N	Actions
PENDING	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Evelyn Adams	884201172	US	95103	N	Actions
PENDING	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Gabriel Clark	697236212	US	94762	Y	201 Actions
ZEROED OUT	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Jackson Moore	488856548	US	95283	Y	Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Zoe Nelson	936371199	US	98740	Y	831 Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Isabella Ramirez	486596200	US	95560	Y	751 Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Amelia Baker	549257187	US	93545	Y	221 Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Emily Hall	535350103	US	90603	Y	981 Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Jane Jackson	478865264	US	91728	Y	791 Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Luke Jackson	563647805	US	93909	Y	181 Actions
CERTIFIED	Oct 09 2025	US716424652 / 71642465	Dec 09 2025	DTC - 5	GOLDMAN	Amelia Jones	246827517	US	91892	Y	91 Actions

The Beneficial Owner Positions Overview is the view where Quick Updates are performed

To initiate a Quick Update, you select the respective function from a BO positions record **'Actions'** menu that triggers the relevant modal popup, through which, Settlement Date, Operator (+/-) that indicates either increase or decrease in holdings respectively and Par Amount are specified to perform the Quick Update.

EURONEXT SECURITIES Beneficial Owners Tax Certification Reporting Audits Data Imports Manage

Home > Beneficial Owner Positions Overview / Quick Updates

QUICK UPDATE

If the BO positions have changed, enter Settlement Date and the change in Par Amount.

Project / ISIN Optics Bideo S.p.A.: US\$500,000,000 7.200% Notes due 2036 / US022778114
Record Date Oct 10 2025
Payment Date Apr 10 2026
Account DTC - 5

BO	BO Tax ID	BO Tax Residence	BO Account Number	Docs in Hand	Net Par Amount	Settlement Date	Operand	Change in Par Amount
Dylan Green	532106384	UNITED STATES	36589	Y	200,000.00	< 2025-10-09 >	+	100,000

Total Net Par Amount Before Update **200,000.00**
Total Net Par Amount After Update **100,000.00**

☒ I confirm that we have certified documentation for all the BOs and would like to update the BOs positions with the amount filled in above.

Cancel Done

0 Items selected Page 1 of 12 Jump to < >

The Quick Update modal popup – in this example position holdings of this BO have been decreased by 100,000 on September 01, 2025.

Quick Updates can be performed for multiple Bos simultaneously by using the convenient Bulk Quick Update functionality; it is allowed to select multiple records that belong to the same upstream account using the checkboxes and then perform a '**Bulk > Quick Update**' function.

EURONEXT SECURITIES Beneficial Owners Tax Certification Reporting Audits Data Imports Manage

Home > Beneficial Owner Positions Overview / Quick Updates

Select Company Select Project / ISIN / Payment Date

Filters Date Created - ASC Table Options

Status	As of Date	ISIN / CUSIP	Payment Date	Upstream Account	Account Name	BO Name	BO Tax ID	BO Tax Residence	BO Account Number	Docs in Hand	Bulk
UNDER AUDIT	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Benjamin Wright	855504261	US	96102	N	Actions
PENDING	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Charlotte King	543252423	US	98958	N	Actions
PENDING	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Evelyn Hall	889838743	US	94510	Y	20 Actions
ZEROED OUT	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	David Wilson	682450289	US	97921	Y	Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Isabella Sanchez	576841389	US	97681	Y	24 Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Charlotte Johnson	630202503	US	93462	Y	52 Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Amelia Garcia	863591404	US	90587	Y	52 Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Amelia Lopez	403000082	US	98985	Y	23 Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Ella Miller	330132594	US	91771	Y	93 Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	William Clark	607201067	US	97994	Y	70 Actions
CERTIFIED	Oct 09 2025	US237534146 / 23753414	Dec 09 2025	DTC - 5	GOLDMAN	Benjamin Lopez	583972822	US	94525	Y	10 Actions

5 Items selected View selected Page 1 of 12 Jump to < >

Bulk Quick Update function for selected records that belong to the same upstream account

BULK QUICK UPDATE

If the BO positions have changed, enter Settlement Date and the change in Par Amount.

Project / ISIN Optics Bidco S.p.A.: US\$500,000,000 7.200% Notes due 2036 / US064013803
Record Date Oct 10 2025
Payment Date 2026-04-10
Account DTC - 5

BO	BO Tax ID	BO Tax Residence	BO Account Number	Docs In Hand	Net Par Amount	Settlement Date	Operand	Change in Par Amount
Isabella Sanchez	416683022	UNITED STATES	83977	Y	900,000.00	< 2025-10-09 >	+ -	100,000
Charlotte Johnson	534615089	UNITED STATES	35305	Y	900,000.00	< 2025-10-09 >	+ -	50,000
Amelia Garcia	645616509	UNITED STATES	12029	Y	500,000.00	< 2025-10-09 >	+ -	132,000
Ella Miller	391659706	UNITED STATES	36149	Y	500,000.00	< 2025-10-09 >	+ -	125,000
William Clark	859334730	UNITED STATES	20064	Y	800,000.00	< 2025-10-09 >	+ -	317,000
Total Net Par Amount Before Update								3,600,000.00
Total Net Par Amount After Update								3,960,000.00

☒ I confirm that we have certified documentation for all the BOs and would like to update the BOs positions with the amount filled in above.

Cancel Done

5 Items selected View selected Page 1 of 12 Jump to < >

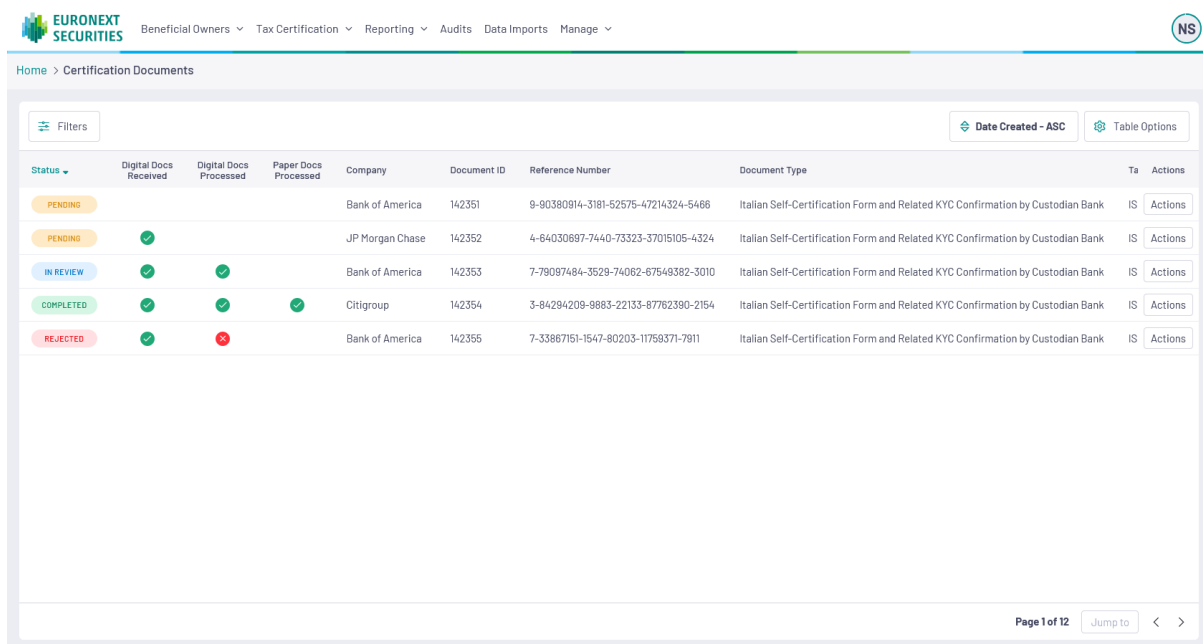
The Bulk Quick Update popup modal allows for adjusting individual BO position holdings in bulk

1.6.6. Certification Documents

Navigation: Tax Certification > Certification Documents

During the final step of the TCS, the system may generate new Certification Documents that must be downloaded, signed with a wet signature and uploaded back to the platform. To ensure their validity, these documents are reviewed by our internal operations team through the following evaluation process:

- **Digital Document Processing** - confirms the eligibility of the documents for use in the certification process
- **Paper Document Processing** – verifies that the signed physical documents correspond to their digital versions before submission to the Tax Authorities



The screenshot shows the 'Certification Documents' view in the Euronext Securities system. The interface includes a top navigation bar with the Euronext Securities logo and various menu items. Below the navigation bar, there's a breadcrumb trail 'Home > Certification Documents'. The main area contains a table with columns for Status, Digital Docs Received, Digital Docs Processed, Paper Docs Processed, Company, Document ID, Reference Number, Document Type, and Actions. The table lists five records with different statuses: PENDING, IN REVIEW, COMPLETED, and REJECTED. Each record has an 'Actions' button next to it. The bottom of the page shows 'Page 1 of 12' and a 'Jump to' dropdown.

Status	Digital Docs Received	Digital Docs Processed	Paper Docs Processed	Company	Document ID	Reference Number	Document Type	Ta	Actions
PENDING				Bank of America	142351	9-90380914-3181-52575-47214324-5466	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank	IS	Actions
PENDING	✓			JP Morgan Chase	142352	4-64030697-7440-73323-37015105-4324	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank	IS	Actions
IN REVIEW	✓	✓		Bank of America	142353	7-79097484-3529-74062-67549382-3010	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank	IS	Actions
COMPLETED	✓	✓	✓	Citigroup	142354	3-84284209-9883-22133-87762390-2154	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank	IS	Actions
REJECTED	✓	✗		Bank of America	142355	7-33867151-1547-80203-11759371-7911	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank	IS	Actions

The Certification Documents view

1.6.6.1. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **Notes:** Only available to internal operations to leave notes for tracking purposes
- **View BOs:** Opens a modal popup with all BOs mentioned in the document
- **Digital Document Processing:** Only available to internal operations - opens the process in a separate screen – on the left side of the screen operations can visually inspect the signed Certification Document and on the right side of the screen there is an overview of the data present in the document. To validate that everything is filled in as intended the document is Marked as Good – else when Marked as *not* good, the participant is notified to make any required amends.

Home > Certification Documents > Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank

Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank

Acupay Reference Number
125562178-7785-30740
(Page 1 of 4)

Instructions

Step 1:
IMPORTANT: Immediate Action Required...

- Print out the related form (see button at foot of this colored box). This form has a name:
 - KYC Confirmation by Custodian Bank, intermediary or 1st Level Bank
- Review the form for accuracy and sign at the Xs (i.e. X2)
 - Please notice that the printed form will list only those investors entered during this data session for which sufficient documentation is NOT already on file. Those investors for which documentation IS ALREADY on file, are marked appropriately in the table below.
- Send the form to Acupay for our receipt by the close of business on the respective settlement date(s), or (at the latest) by 9:45 a.m. on the first following New York business day:

Document Processing

SET DIGITAL DOCUMENT STATUS

Mark as Not Good Mark as Good

DIGITAL DOCUMENT EVALUATION

Carefully examine and evaluate the following items in the document:

- Information is filled in correctly
- Wet signature exists

DOCUMENT INFORMATION

Ensure that the information in the table below is accurate and aligned with the Generated document.

Field	Value
Document ID	142351
Reference Number	125562178-7785-30740
Document Type	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank

The Digital Document Processing view through which the validity of the data filled-in and the existence of a wet signature is confirmed by internal ops

- **Paper Document Processing:** Only available to internal operations – opens the process in a separate screen. Once the Digital Document is Marked as Good in the Digital Document Process, Participants are expected to send the physical documents to our internal ops, for the Paper Document evaluation. On the left side of the screen operations can visually inspect the signed Certification Document and can compare it with the corresponding paper document.

Home > Certification Documents > Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank

Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank

Acupay Reference Number
125562178-7785-30740
(Page 1 of 4)

Instructions

Step 1:
IMPORTANT: Immediate Action Required...

- Print out the related form (see button at foot of this colored box). This form has a name:
 - KYC Confirmation by Custodian Bank, intermediary or 1st Level Bank
- Review the form for accuracy and sign at the Xs (i.e. X2)
 - Please notice that the printed form will list only those investors entered during this data session for which sufficient documentation is NOT already on file. Those investors for which documentation IS ALREADY on file, are marked appropriately in the table below.
- Send the form to Acupay for our receipt by the close of business on the respective settlement date(s), or (at the latest) by 9:45 a.m. on the first following New York business day:

Document Processing

SET PAPER DOCUMENT STATUS

Mark as Not Good Mark as Good

PAPER DOCUMENT LOCATION(S)

* No of copies * Location

No of copies Select Document Location

PAPER DOCUMENT EVALUATION

Carefully examine and evaluate the following items in the document:

- Information is the same as in the Digital Document
- Ensure signature is wet

DOCUMENT INFORMATION

Ensure that the information in the table below is accurate and aligned with both the Digital and the Paper document.

Field	Value
Document ID	142351
Reference Number	125562178-7785-30740
Document Type	Italian Self-Certification Form and Related KYC Confirmation by Custodian Bank

The Paper Document Processing view – during this process, ops visually compare the physical paper documents to the corresponding digital documents to ensure everything is identical and eligible to be forwarded to the Tax Authorities

- **Download Document:** Downloads the original Certification Document as has been generated by the system, before it is signed
- **Download Signed Document:** Downloads the Certification Document after being generated, downloaded, signed by the Authorised Signatory and reuploaded into the system

1.6.7. Participant Positions Overview

Navigation: Reporting > Participant Positions Overview

The Participant Positions Overview report offers a direct comparison between the daily positions held in each Participant's clearing system account for a specific security, as reported by the Security Position Reports (SPR) feed, and the certified positions recorded for the same account within our system. Any discrepancies identified between these sources trigger status changes, prompting participants to carry out Quick Updates to address them.

Status	ISIN / CUSIP	Payment Date	Upstream Account	Account Name	Position as of COB	Effective Position Update Date	Positions	Certified with Docs	Submissions Pending Docs	Positions vs Certified with Docs	Actions
UNDER AUDIT	US897831276 / 89783127	Dec 09 2025	DTC - 5	GOLDMAN	Oct 08 2025	Oct 09 2025, 05:45 GMT	0.00	0.00	0.00	0.00	Actions
ZEROED OUT	US897831276 / 89783127	Dec 09 2025	DTC - 408	DEUTSCHE BANK	Oct 08 2025	Oct 09 2025, 05:45 GMT	0.00	0.00	0.00	0.00	Actions
ALIGNED	US897831276 / 89783127	Dec 09 2025	DTC - 10	BROWN BROS	Oct 08 2025	Oct 09 2025, 05:45 GMT	50,013,000.00	50,013,000.00	0.00	0.00	Actions
MISALIGNED	US897831276 / 89783127	Dec 09 2025	DTC - 128	HSBC HOLDINGS	Oct 08 2025	Oct 09 2025, 05:45 GMT	0.00	112,500,000.00	0.00	- 112,500,000.00	Actions
MISALIGNED	US897831276 / 89783127	Dec 09 2025	DTC - 2072	UBS GROUP	Oct 08 2025	Oct 09 2025, 05:45 GMT	2,013,000.00	2,000,000.00	13,000.00	13,000.00	Actions
MISALIGNED	US897831276 / 89783127	Dec 09 2025	DTC - 19	JEFFERIES	Oct 08 2025	Oct 09 2025, 05:45 GMT	121,000.00	100,000.00	21,000.00	21,000.00	Actions
MISALIGNED	US897831276 / 89783127	Dec 09 2025	DTC - 212	BARCLAYS	Oct 08 2025	Oct 09 2025, 05:45 GMT	201,000.00	257,000.00	0.00	- 56,000.00	Actions

The Participant Positions Overview view

1.6.7.1. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **Participant Positions History:** Navigates to the Participant Positions History View filtered by the Participant corresponding to the selected row
- **BO Positions Overview / Quick Updates:** Navigates to the Beneficial Owner Positions Overview view filtered by the Participant corresponding to the selected row

- **New Tax Certification Submission:** If discrepancies involve previously non-existing Beneficial Owners, a new Tax Certification Submission is required
- **Zero-out Account:** Zeroes-out all position holdings for the given account

ZERO OUT ACCOUNT

This will reduce all the below BO Positions to zero.

Project / ISIN Optics Bldco S.p.A.: US\$500,000,000 7.200% Notes due 2036 / US448645036
 Record Date Oct 10 2025
 Payment Date 2026-04-10
 Account DTC - 5

* SETTLEMENT DATE < 2025-10-09 >

BO	BO Tax ID	BO Tax Residence	BO Account Number	Docs in Hand	Net Par Amount	Operand	Par Amount
Gabriel Ramirez	996231866	UNITED STATES	98724	Y	300,000	+ -	300,000
Elizabeth Roberts	433084803	UNITED STATES	53272	Y	600,000	+ -	600,000
Ethan Martinez	907879443	UNITED STATES	78691	Y	900,000	+ -	900,000
Amelia Nguyen	516749370	UNITED STATES	89745	Y	300,000	+ -	300,000
Madison Baker	403587988	UNITED STATES	72638	Y	500,000	+ -	500,000

Total Net Par Amount Before Update **1,800,000**
 Total Net Par Amount After Update **0**

Cancel Confirm action

Page 1 of 12

Zero-out Account popup modal

1.6.8. Participant Positions History

Navigation: Reporting > Participant Positions History
 (or drilldown from Reporting > Participant Positions Overview)

The view presents the same information as the Participant Positions Overview screen, but displayed on a historical daily basis. Accessing it via the Participant Positions Overview grid action filters the results to the selected Participant Account.

Home > Participant Positions History

Select Company: [v] Select Project / ISIN / Payment Date: [v]

Filters: [v] Date Created - ASC Table Options

Status	As of Date	ISIN / CUSIP	Payment Date	Upstream Account	Account Name	Position as of COB	Effective Position Update Date	Positions	Certified with Docs	Certified without Docs	Actions
MISALIGNED	Oct 10 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 08 2025	Oct 09 2025 2024, 05:45 GMT	23,744,000.00	23,244,000.00	500,000.00	Actions
MISALIGNED	Oct 09 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 07 2025	Oct 08 2025 2024, 05:45 GMT	23,744,000.00	23,244,000.00	500,000.00	Actions
MISALIGNED	Oct 08 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 06 2025	Oct 07 2025 2024, 05:45 GMT	23,744,000.00	23,244,000.00	500,000.00	Actions
MISALIGNED	Oct 07 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 05 2025	Oct 06 2025 2024, 05:45 GMT	23,744,000.00	23,244,000.00	500,000.00	Actions
MISALIGNED	Oct 06 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 04 2025	Oct 05 2025 2024, 05:45 GMT	23,744,000.00	23,244,000.00	500,000.00	Actions
MISALIGNED	Oct 05 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 03 2025	Oct 04 2025 2024, 05:45 GMT	23,744,000.00	23,244,000.00	500,000.00	Actions
ALIGNED	Oct 04 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 02 2025	Oct 03 2025 2024, 05:45 GMT	23,744,000.00	23,744,000.00	0.00	Actions
ALIGNED	Oct 03 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Oct 01 2025	Oct 02 2025 2024, 05:45 GMT	23,744,000.00	23,744,000.00	0.00	Actions
ALIGNED	Oct 02 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Sep 30 2025	Oct 01 2025 2024, 05:45 GMT	23,744,000.00	23,744,000.00	0.00	Actions
ALIGNED	Oct 01 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Sep 29 2025	Sep 30 2025 2024, 05:45 GMT	23,744,000.00	23,744,000.00	0.00	Actions
ALIGNED	Sep 30 2025	US554224518 / 55422451	Dec 09 2025	DTC - 5	GODLMAN	Sep 28 2025	Sep 29 2025 2024, 05:45 GMT	23,744,000.00	23,744,000.00	0.00	Actions

Page 1 of 12 Jump to < >

The Participant Positions History view – filtered by Participant in this sample screen

1.6.8.1. Grid Actions

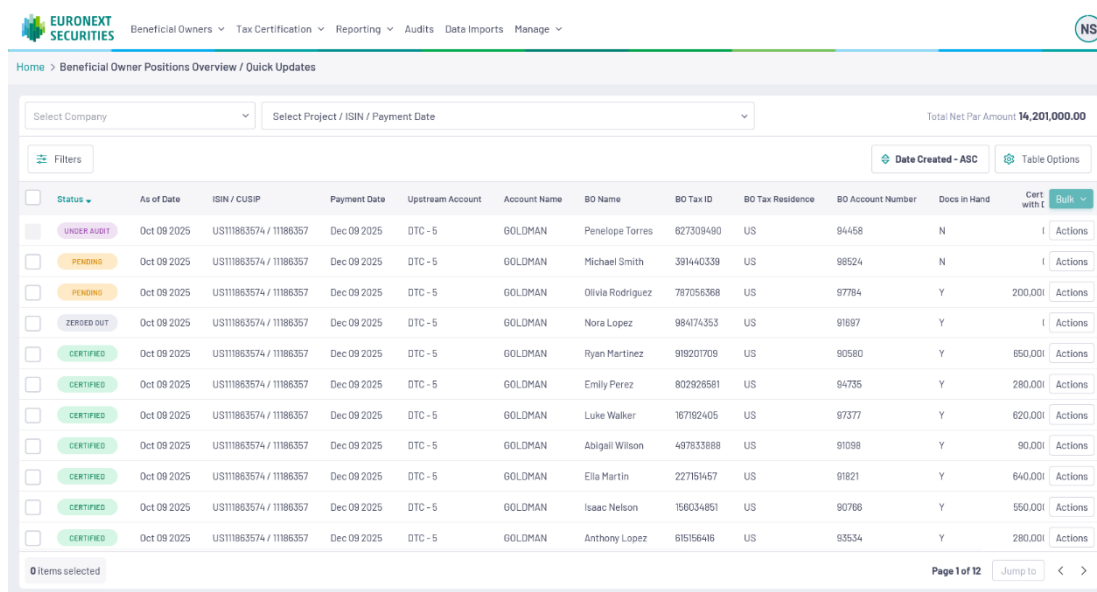
The '**Actions**' Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **BO Positions Overview / Quick Updates:** Navigates to the Beneficial Owner Positions Overview view filtered by Participant

1.6.9. Beneficial Owner Positions Overview

Navigation: Reporting > Beneficial Owner Positions Overview
(or drilldown from Reporting > Participant Positions Overview
or drilldown from Reporting > Participant Positions History)

This view displays position holdings on a Beneficial Owner level for the current date and is also used to initiate Quick Updates (explained in detail in [Tax Certification > Quick Updates](#)).



Home > Beneficial Owner Positions Overview / Quick Updates

Select Company: [v] Select Project / ISIN / Payment Date: [v] Total Net Par Amount: 14,201,000.00

Filters: [v] Date Created - ASC Table Options

<input type="checkbox"/>	Status	As of Date	ISIN / CUSIP	Payment Date	Upstream Account	Account Name	BO Name	BO Tax ID	BO Tax Residence	BO Account Number	Docs in Hand	Cert with T	Actions
<input type="checkbox"/>	UNDER AUDIT	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Penelope Torres	827309490	US	94458	N		Actions
<input type="checkbox"/>	PENDING	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Michael Smith	391440339	US	98524	N		Actions
<input type="checkbox"/>	PENDING	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Olivia Rodriguez	787056368	US	97784	Y	200.00	Actions
<input type="checkbox"/>	ZEROED OUT	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Nora Lopez	984174353	US	91897	Y		Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Ryan Martinez	919207709	US	90580	Y	650.00	Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Emily Perez	802929581	US	94735	Y	280.00	Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Luke Walker	187192405	US	97377	Y	620.00	Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Abigail Wilson	497833888	US	91098	Y	90.00	Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Ella Martin	227154457	US	91821	Y	640.00	Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Isaac Nelson	156034851	US	90766	Y	550.00	Actions
<input type="checkbox"/>	CERTIFIED	Oct 09 2025	US111883574 / 11188357	Dec 09 2025	DTC - 5	GOLDMAN	Anthony Lopez	615156416	US	93534	Y	280.00	Actions

0 items selected Page 1 of 12 Jump to < >

The Beneficial Owner Positions Overview view – filtered by Participant in this sample screen

1.6.9.1. Grid Actions


The 'Actions' Menu on each record may provide the following actions depending on the status of the record and the user permissions.

- **BO Positions History:** Navigates to the Beneficial Owner Positions History View filtered by the Beneficial Owner corresponding to the selected row
- **Submission data:** Navigates to the [Submission Data](#) view with results filtered by the Beneficial Owner corresponding to the selected row
- **Quick Update:** Initiate a [Quick Update](#) for the selected Beneficial Owner
- **New Tax Certification Submission:** Only available for zeroed out / cancelled rows

1.6.10. Beneficial Owner Positions History

Navigation: Reporting > Beneficial Owner Positions History
(or drilldown from Reporting > Beneficial Owner Positions Overview
or drilldown from Reporting > Participant Positions Overview
or drilldown from Reporting > Participant Positions History)

The view presents the same information as the Beneficial Owner Positions Overview screen, but displayed on a historical daily basis. Accessing it via the Beneficial Owner Positions Overview grid action filters the results to the selected Beneficial Owner.



Beneficial Owners Tax Certification Reporting Audits Data Imports Manage

NS

Home > Beneficial Owner Positions History

Select Company

Select Project / ISIN / Payment Date

Filters

Date Created - ASCTable Options

Status	As of Date	ISIN / CUSIP	Payment Date	Upstream Account	Account Name	BO	BO Tax ID	BO Tax Residence	BO Account Number	Docs in Hand	Certified with Docs	
CERTIFIED	Oct 09 2025	US877067538 / 87706753	Dec 09 2025	DTC - 5	GOLDMAN	Chloe Hernandez	113967327	US	91576	Y	270.000.00	Actions
CERTIFIED	Oct 08 2025	US877067538 / 87706753	Dec 09 2025	DTC - 5	GOLDMAN	Chloe Hernandez	113967327	US	91576	Y	270.000.00	Actions
CERTIFIED	Oct 07 2025	US877067538 / 87706753	Dec 09 2025	DTC - 5	GOLDMAN	Chloe Hernandez	113967327	US	91576	Y	270.000.00	Actions
CERTIFIED	Oct 06 2025	US877067538 / 87706753	Dec 09 2025	DTC - 5	GOLDMAN	Chloe Hernandez	113967327	US	91576	Y	270.000.00	Actions
CERTIFIED	Oct 05 2025	US877067538 / 87706753	Dec 09 2025	DTC - 5	GOLDMAN	Chloe Hernandez	113967327	US	91576	Y	270.000.00	Actions

Page 1 of 12Jump to<>

The Beneficial Owner Positions History view – filtered by Beneficial Owner in this sample screen

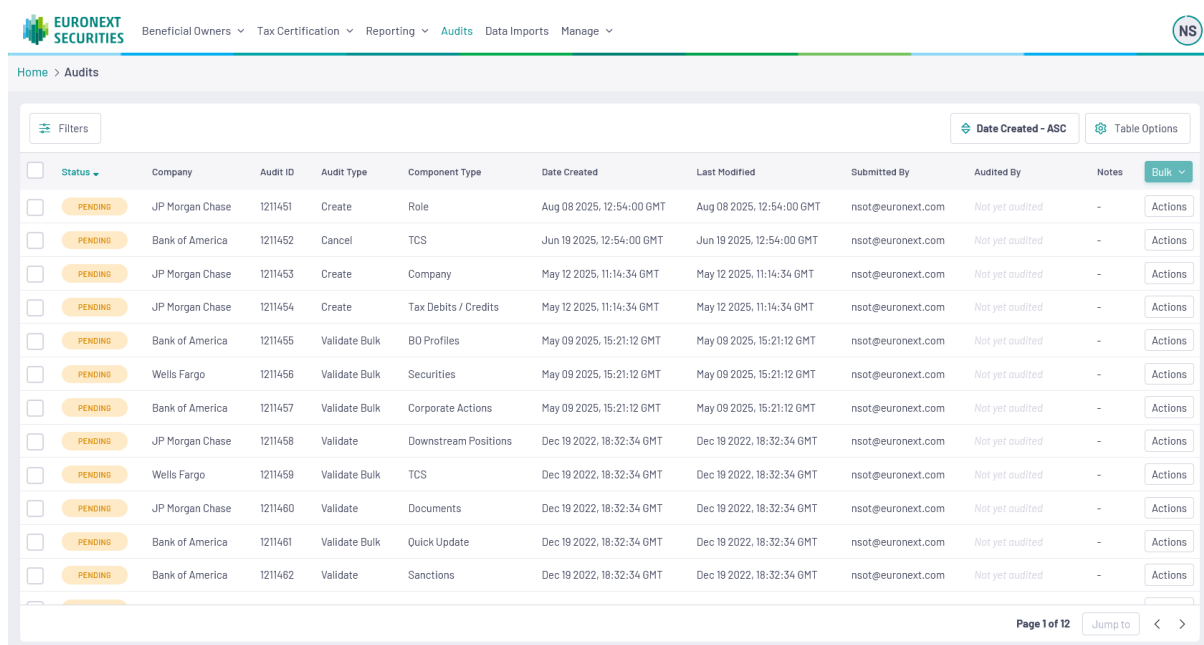
1.6.10.1. Grid Actions

The view shares the same [Grid Actions](#) as the Beneficial Owner Positions view.

7. Audits

Navigation: Audits

An Audit is the **mandatory** internal four-eye review process, automatically triggered by any user action - such as data entry, modification, deletion or confirmation - to ensure data integrity and accountability within the system.



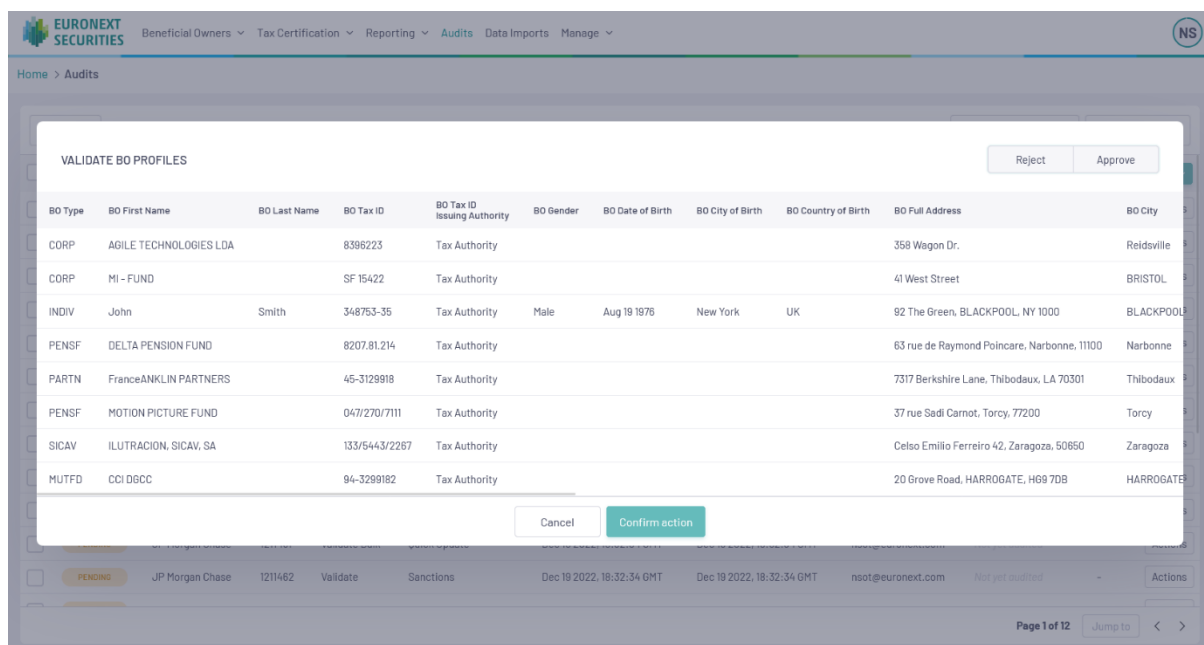
The screenshot shows the 'Audits' view in the Euronext Securities system. The table lists various audit items, all of which are in a 'PENDING' status. The columns include Status, Company, Audit ID, Audit Type, Component Type, Date Created, Last Modified, Submitted By, Audited By, Notes, and Actions. The 'Audited By' column shows 'Not yet audited' for all items.

Status	Company	Audit ID	Audit Type	Component Type	Date Created	Last Modified	Submitted By	Audited By	Notes	Actions
PENDING	JP Morgan Chase	1211451	Create	Role	Aug 08 2025, 12:54:00 GMT	Aug 08 2025, 12:54:00 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Bank of America	1211452	Cancel	TCS	Jun 19 2025, 12:54:00 GMT	Jun 19 2025, 12:54:00 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	JP Morgan Chase	1211453	Create	Company	May 12 2025, 11:14:34 GMT	May 12 2025, 11:14:34 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	JP Morgan Chase	1211454	Create	Tax Debits / Credits	May 12 2025, 11:14:34 GMT	May 12 2025, 11:14:34 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Bank of America	1211455	Validate Bulk	BO Profiles	May 09 2025, 15:21:12 GMT	May 09 2025, 15:21:12 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Wells Fargo	1211456	Validate Bulk	Securities	May 09 2025, 15:21:12 GMT	May 09 2025, 15:21:12 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Bank of America	1211457	Validate Bulk	Corporate Actions	May 09 2025, 15:21:12 GMT	May 09 2025, 15:21:12 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	JP Morgan Chase	1211458	Validate	Downstream Positions	Dec 19 2022, 18:32:34 GMT	Dec 19 2022, 18:32:34 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Wells Fargo	1211459	Validate Bulk	TCS	Dec 19 2022, 18:32:34 GMT	Dec 19 2022, 18:32:34 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	JP Morgan Chase	1211460	Validate	Documents	Dec 19 2022, 18:32:34 GMT	Dec 19 2022, 18:32:34 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Bank of America	1211461	Validate Bulk	Quick Update	Dec 19 2022, 18:32:34 GMT	Dec 19 2022, 18:32:34 GMT	nsot@euronext.com	Not yet audited	-	Actions
PENDING	Bank of America	1211462	Validate	Sanctions	Dec 19 2022, 18:32:34 GMT	Dec 19 2022, 18:32:34 GMT	nsot@euronext.com	Not yet audited	-	Actions

The Audits view – items shown in this sample screen are pending evaluation

An Audit evaluation cannot be carried out by the original actor, so each system must have at least two users. However, the original actor is permitted to reject their own Audit, which will reverse their initial action.

Audits are displayed in different formats depending on the action being evaluated. A couple of examples are shown below.



The screenshot shows a modal window titled 'VALIDATE BO PROFILES' over the Audits view. The modal contains a table with columns for BO Type, BO First Name, BO Last Name, BO Tax ID, BO Tax ID Issuing Authority, BO Gender, BO Date of Birth, BO City of Birth, BO Country of Birth, BO Full Address, and BO City. The table lists several BO profiles for validation. At the bottom of the modal are 'Cancel' and 'Confirm action' buttons. The background shows the same Audits table as the previous screenshot.

BO Type	BO First Name	BO Last Name	BO Tax ID	BO Tax ID Issuing Authority	BO Gender	BO Date of Birth	BO City of Birth	BO Country of Birth	BO Full Address	BO City
CORP	AGILE TECHNOLOGIES	LDA	8396223	Tax Authority					358 Wagon Dr.	Reidsville
CORP	MI - FUND		SF 15422	Tax Authority					41 West Street	BRISTOL
INDIV	John	Smith	348753-35	Tax Authority	Male	Aug 19 1978	New York	UK	92 The Green, BLACKPOOL, NY 1000	BLACKPOOL
PENSF	DELTA PENSION FUND		8207.81.214	Tax Authority					63 rue de Raymond Poincare, Narbonne, 11100	Narbonne
PARTN	FranceANKLIN PARTNERS		45-3129918	Tax Authority					7317 Berkshire Lane, Thibodaux, LA 70301	Thibodaux
PENSF	MOTION PICTURE FUND		047/270/7111	Tax Authority					37 rue Sadi Carnot, Torcy, 77200	Torcy
SICAV	ILUTRACION, SICAV, SA		133/5443/2287	Tax Authority					Celso Emilio Ferreiro 42, Zaragoza, 50650	Zaragoza
MUTFD	CCI DGCC		94-3289182	Tax Authority					20 Grove Road, HARROGATE, HG9 7DB	HARROGATE

A Bulk BO Profiles Audit evaluation

VALIDATE RECORD EDITS

Confirm that the following update is correct.

Component BO Profile
BO Tax ID 95-157324

Field	Current Value	New Value
BO Type	CORP	No Change
BO Name	AGILE TECHNOLOGIES LDA	No Change
BO Tax ID	8396223	8396332
Issuing Authority	Tax Authority	No Change
BO Gender		No Change
BO Date of Birth		No Change
BO City of Birth		No Change
BO Country of Birth		No Change
BO Full Address	358 Wagon Dr., Reidsville, NY 27320	No Change
BO City	Reidsville	Manchester
BO Post Code	27320	No Change

Cancel Confirm action

A BO Profile fields update Audit evaluation

After each action, a record is created in the Audits view for evaluation:

- If the information is correct or as intended, the auditor Approves the Audit and the initial action is completed - for example, the record is created or fields are updated
- If the information is incorrect or not as intended, the auditor Rejects the Audit and provides a reason for Rejection. The initial action is reversed - for example, record creation is cancelled or fields remain unchanged.

VALIDATE RECORD EDITS

Confirm that the following update is correct.

Component BO Profile
BO Tax ID 95-157324

Field	Current Value	New Value
BO Type	CORP	No Change
BO Name	AGILE TECHNOLOGIES LDA	No Change
BO Tax ID	8396223	8396332
Issuing Authority	Tax Authority	No Change
BO Gender		No Change
BO Date of Birth		No Change
BO City of Birth		No Change
BO Country of Birth		No Change
BO Full Address	358 Wagon Dr., Reidsville, NY 27320	No Change

The reason for rejecting is XYZ

Cancel Confirm action

When an Audit is Rejected, the auditor must provide a reason for Rejection

8. Data Imports

The Tax System requires the import of various file types to perform operations such as validation, processing, reconciliation and calculation, supporting tax relief and compliance services. Processed data is stored and used to generate outputs like reconciliation and compliance reports.

Files can be imported via the UI using a bulk upload method with an on-screen guided template, or via SFTP, where participants transfer files to a designated directory.

The system identifies and queues files for processing, and the successfully imported ones are displayed and tracked in the Data Imports view.

Status	Company	Channel	Filename	File Log ID	Filetype	Rejection Reason	Total Rows	Successfully Parsed Rows	Errors	Date Created	Actions
PENDING	Bank of America	UI Upload	BNYM_CERT_F20250825_001.csv	194871	Certification	-	-	-	-	Jun 25 2025, 14:32:02 GMT	Actions
PROCESSING	Bank of America	SFTP	BNYM_CERT_F20250825_002.csv	194872	Certification	-	-	-	-	Jun 25 2025, 14:32:02 GMT	Actions
COMPLETED	Bank of America	SFTP	BNYM_CERT_F20250825_003.csv	194873	Certification	-	5893	5879	14	Jun 25 2025, 14:32:02 GMT	Actions
REJECTED	Bank of America	SFTP	BNYM_REVE_F20250825_003.csv	194874	Reversal	Incorrect Headers	-	-	-	Jun 25 2025, 14:32:02 GMT	Actions
CANCELLED	Bank of America	SFTP	BNYM_REVE_F20250825_003.csv	194874	Reversal	-	-	-	-	Jun 25 2025, 14:32:02 GMT	Actions

Data Imports view

1.8.1.1. Actions

The following actions are available in this view:

- **New File Upload:** Navigates to a new screen flow (*for more information refer to [Bulk Uploads](#)*)
- Drag and drop a file, or click '**Browse for file**' to select a template and populate it with the user's data. After uploading, a progress indicator will show while the system checks the file for structural errors. If the file is valid, click 'Next' to proceed.

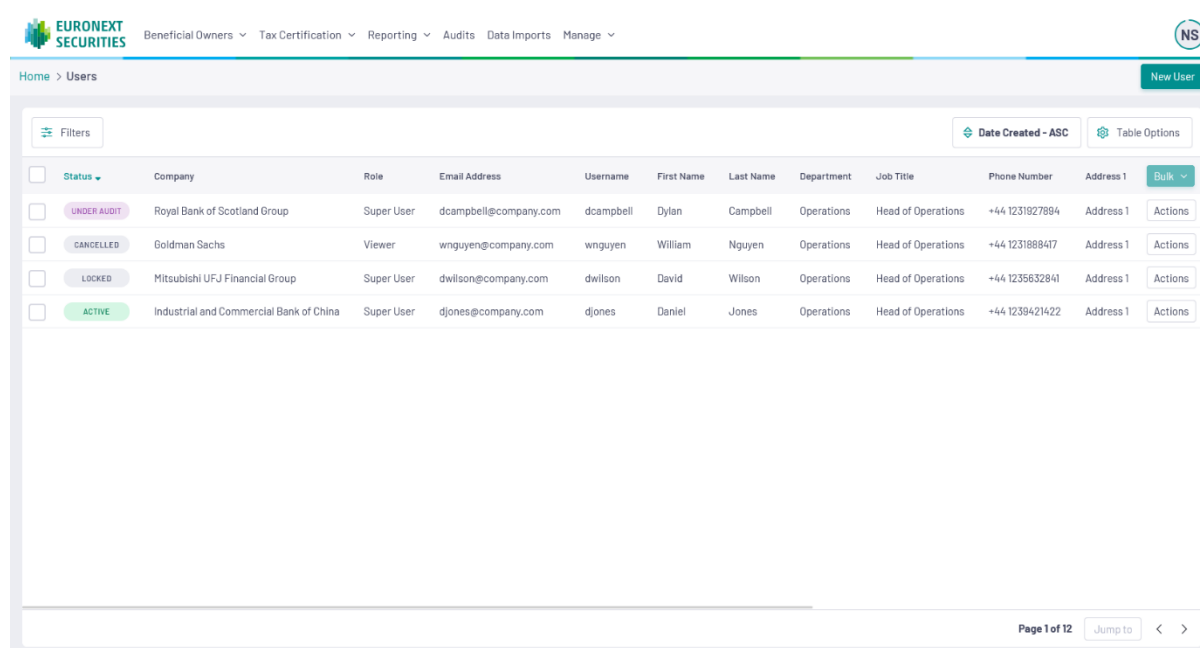
9. Management

1.9.1. Users

Navigation: Manage > Users

The Users view provides an overview of all system users, showing their details, assigned roles and current status.

After a new Company is onboarded, the system only has a single user – the Account Coordinator (Administrator). At least one more user is required to carry out any [Audit](#) evaluation.



Status	Company	Role	Email Address	Username	First Name	Last Name	Department	Job Title	Phone Number	Address 1	Bulk
UNDER AUDIT	Royal Bank of Scotland Group	Super User	dcampbell@company.com	dcampbell	Dylan	Campbell	Operations	Head of Operations	+44 1231927894	Address 1	Actions
CANCELLED	Goldman Sachs	Viewer	wnguyen@company.com	wnguyen	William	Nguyen	Operations	Head of Operations	+44 123188847	Address 1	Actions
LOCKED	Mitsubishi UFJ Financial Group	Super User	dwillson@company.com	dwillson	David	Wilson	Operations	Head of Operations	+44 1235632841	Address 1	Actions
ACTIVE	Industrial and Commercial Bank of China	Super User	djones@company.com	djones	Daniel	Jones	Operations	Head of Operations	+44 1239421422	Address 1	Actions

Page 1 of 12

The Users view

1.9.1.1. Actions

The following actions are available in this view:

- **New User:** A form opens in the Sidepanel Viewport. Complete the required fields and click '**Create User**' at the bottom. The record will be available for use once it has been approved through an audit. New users automatically receive an email containing a link to set their password and activate their account.

1.9.1.2. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the record's status and user permissions.

- **View:** View User form in the Sidepanel Viewport

- **Edit:** Edit User fields in the form that appears in the Sidepanel Viewport. Fields are edited individually and then submitted for review. This option is only available for roles with form edit permissions.
- **Lock / Unlock:** This function is used to temporarily restrict or restore user access to the system without deleting the account
- **Delete:** Only newly created records that have been Rejected during an Audit process can be deleted

1.9.2. User Roles

Navigation: Manage > User Roles

The User Roles view displays all available user roles and their associated permissions. Custom roles can be defined to tailor access rights, allowing specific combinations of permissions beyond the default roles.

The screenshot shows the Euronext Securities User Roles management interface. The main table lists roles with columns for Status, Company, Role Name, Role User Count, and Date Created. A right-hand side panel shows the 'New User Role' form with fields for Role Name, Role Description, and a list of permissions under 'BO DOCUMENTS ACCESS RIGHTS'.

Status	Company	Role Name	Role User Count	Date Created	Actions
UNDER AUDIT	Morgan Stanley	Admin	-	Oct 10 2025, 20:08:25 GMT	Actions
CANCELLED	JP Morgan Chase	Super User	-	Oct 10 2025, 20:08:25 GMT	Actions
ACTIVE	Morgan Stanley	Admin	174	Oct 10 2025, 20:08:25 GMT	Actions

ROLE DETAILS

* Role Name
Custom Role

* Role Description
Custom Role brief description

BO DOCUMENTS ACCESS RIGHTS

- Can generate BO documents from BO Profiles ☒
- Can approve/reject BO document generation audit ☒
- Can view completed BO documents ☒
- Can view incompleted BO documents ☐
- Can view BO Documents page ☐

The User Roles view with the form visible in the Sidepanel Viewport

1.9.2.1. Actions

The following actions are available in this view:

- **New User Role:** A form opens in the Sidepanel Viewport. Complete the required fields and click '**Create User Role**' at the bottom. The record will be available for use once it has been approved through an audit.

1.9.2.2. Grid Actions

The '**Actions**' Menu on each record may provide the following actions depending on the record's status and user permissions.

- **View:** View User Role form in the Sidepanel Viewport
- **Edit:** Edit User Role fields in the form that appears in the Sidepanel Viewport. Fields are edited individually and then submitted for review. This option is only available for roles with form edit permissions.
- **Lock / Unlock:** This function is used to temporarily restrict or restore user access to the system without deleting the account
- **Delete:** Only newly created records that have been Rejected during an Audit process can be deleted

1.9.3. Accounts

Navigation: Manage > Accounts

Account numbers or identifiers create the business link between entities, providing a clear view of where and how securities are held - information essential for our services. The structuring of the custodial chain and the capture of safe-keeping accounts is a requirement to support certification in some markets (ie Italian).

Status	Account Owner	Account Operator	Upstream Type	Upstream Company	Account Code / Number	Description	Ownership	Structure	Tax Status	Date	Actions
UNDER AUDIT	BNP Paribas	BNP Paribas	Clearing System	Euronext Securities Milan	68737	Consectetur quis	Third-Party	Segregated	Tax-Exempt	Oct 11	Actions
CANCELLED	BNP Paribas	BNP Paribas	Clearing System	Euronext Securities Milan	65969	Lorem exercitation inure cillum	Third-Party	Omnibus	Tax-Exempt	Oct 11	Actions
ACTIVE	BNP Paribas	BNP Paribas	Clearing System	Euronext Securities Milan	78086	Elusmod ut	Proprietary	Segregated	Taxable	Oct 11	Actions

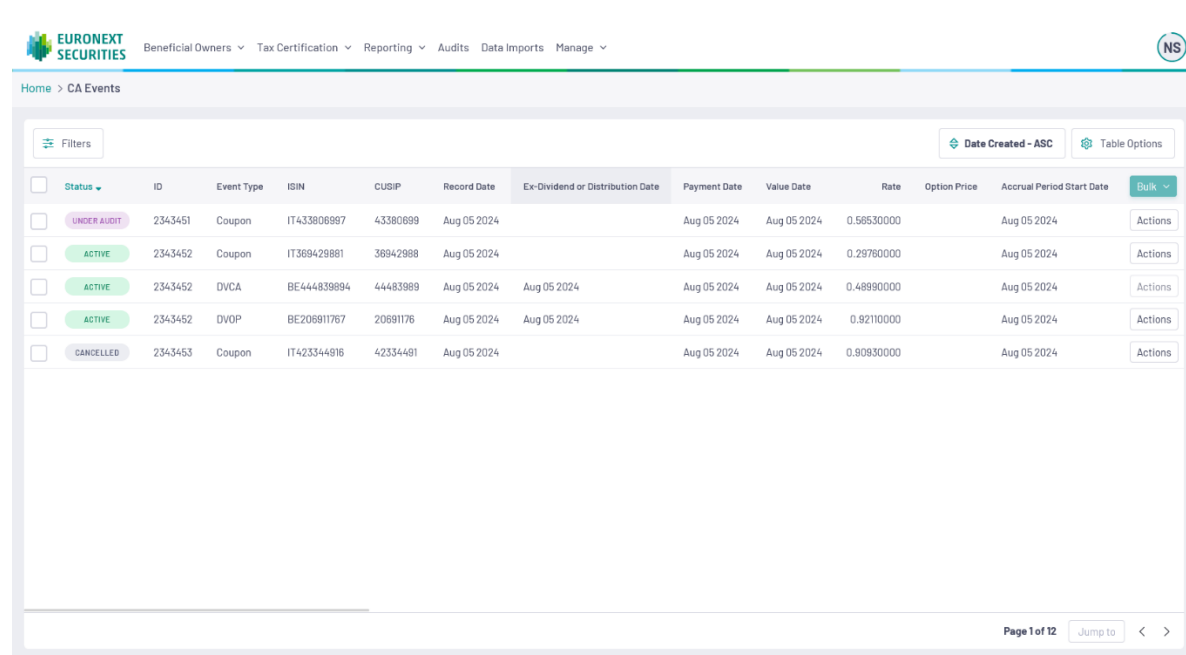
The Accounts view

Accounts need to be set up in advance by the Business Ops team, while Participant users are limited to view-only permissions for this page.

1.9.4. Corporate Action (CA) Events

Navigation: Manage > CA Events

Accurate processing of Corporate Action (CA) Events in the platform is essential for identifying taxable events, verifying tax relief eligibility and collecting all required details for timely and precise tax relief processing. To support these processes, the platform captures and validates this information from incoming SWIFT messages.



Status	ID	Event Type	ISIN	CUSIP	Record Date	Ex-Dividend or Distribution Date	Payment Date	Value Date	Rate	Option Price	Accrual Period Start Date	Bulk
UNDER AUDIT	2343451	Coupon	IT433806997	43380699	Aug 05 2024		Aug 05 2024	Aug 05 2024	0.58530000		Aug 05 2024	Actions
ACTIVE	2343452	Coupon	IT369429881	36942988	Aug 05 2024		Aug 05 2024	Aug 05 2024	0.29780000		Aug 05 2024	Actions
ACTIVE	2343452	DVCA	BE444839894	44483989	Aug 05 2024	Aug 05 2024	Aug 05 2024	Aug 05 2024	0.48890000		Aug 05 2024	Actions
ACTIVE	2343452	DVOP	BE206911767	20691176	Aug 05 2024	Aug 05 2024	Aug 05 2024	Aug 05 2024	0.82110000		Aug 05 2024	Actions
CANCELLED	2343453	Coupon	IT423344916	42334491	Aug 05 2024		Aug 05 2024	Aug 05 2024	0.80830000		Aug 05 2024	Actions



The CA Events view

Participant users are limited to view-only permissions for this page.

1.9.5. CA Event Accounts

Navigation: Manage > CA Events Accounts

CA Event Accounts, mentioned in the CA Event SWIFT messages, are the safekeeping accounts held in the system that are directly affected by the Corporate Action.


Beneficial Owners ▾ Tax Certification ▾ Reporting ▾ Audits Data Imports Manage ▾


Home > CA Event Accounts

Date Created - ASC
Table Options

<input type="checkbox"/>	Eligibility Status ▾	ID	CA Event ID	Event Reference	ISIN	Safekeeping Account	Place of Safekeeping	Eligible Position	Breakdown Status	Breakdown Timestamp	CA Account Paid	Bulk ▾
<input type="checkbox"/>	UNCONFIRMED	2343451	5834321	2156345	IT134205164	ACC123456789	ES-MIL	2343.00	Awaiting Receipt	-	N	Actions
<input type="checkbox"/>	UNCONFIRMED	2343451	5834321	2156345	IT950859261	ACC123456789	ES-MIL	2343.00	Received	-	N	Actions
<input type="checkbox"/>	PROVISIONAL	2343452	5834322	3468754	IT153947502	ACC123456789	ES-MIL	2343.00	Awaiting Receipt	-	N	Actions
<input type="checkbox"/>	PROVISIONAL	2343452	5834322	8674543	IT444428912	ACC123456789	ES-MIL	2343.00	Preliminary	Aug 10 2025, 20:08:25 GMT	N	Actions
<input type="checkbox"/>	CONFIRMED	2343453	5834323	8967854	IT472556219	ACC123456789	ES-MIL	2343.00	Awaiting Receipt	-	Y	Actions
<input type="checkbox"/>	CONFIRMED	2343453	5834323	8967345	IT595737809	ACC123456789	ES-MIL	2343.00	Final	Aug 10 2025, 20:08:25 GMT	N	Actions
<input type="checkbox"/>	CONFIRMED	2343453	5834323	8967345	IT956513556	ACC123456789	ES-MIL	2343.00	Final	Aug 10 2025, 20:08:25 GMT	Y	Actions
<input type="checkbox"/>	CANCELLED	2343454	5834324	5678657	IT527441374	ACC123456789	ES-MIL	2343.00	Cancelled	Aug 10 2025, 20:08:25 GMT	N	Actions

Page 1 of 12 < >

The CA Event Accounts view

1.9.5.1. Grid Actions

The **'Actions'** Menu on each record may provide the following actions depending on the record's status and user permissions.

- **View Reconciliation Results:** Navigates to the [Relief at Source Reconciliation](#) view and displays results filtered by safekeeping account for accounts that have received tax breakdowns and reconciliation calculations have been completed.

10. Profile Management

1.10.1. Profile

Navigation: User Menu > My Profile

The Profile view displays your personal details – it is possible that some fields might not be allowed to be edited.

Home > My Profile

ACCOUNT INFORMATION

* First Name: Nick

* Last Name: Sotiriadis

* Email Address: nsotiriadis@euronext.com
This email is associated with your account and cannot be changed

* Username: nsotiriadis

JOB DETAILS

Department - Optional: Operations

Job Title - Optional: Head of Operations

CONTACT DETAILS

Phone Number - Optional: +30 6971111111

Address - Optional: Koral St
Address Line 2:

City - Optional: Drama

Post Code - Optional: 66132

State - Optional: -
Only in cases where applicable

Country - Optional: GR - Greece (Ελλάδα)

Cancel Update Profile

My Profile view

1.10.2. Change Password

Navigation: User Menu > Change Password

The Change Password view allows users to securely update their account password by entering the current password and specifying a new one that complies to the displayed rules.

EURONEXT
SECURITIES

Beneficial Owners Tax Certification Reporting Audits Data Imports Manage

NS

Home > Change Password

CHANGE PASSWORD

Set a new password that complies with the specified rules.

* Current Password

Current Password

* New Password

New Password

* Re-enter New Password

Re-enter New Password

One lowercase character

One uppercase character

One number

One special character

8 characters minimum

Cancel

Update password

The Change Password view

11. User Interface Overview

This section explains how to navigate and interact with the application's user interface. It covers the core functionalities such as filtering, sorting and navigating between different views. Users will learn how to customize their view of the data, apply filters to narrow results, sort items based on various criteria, and use interactive elements efficiently to perform tasks quickly and intuitively.

EURONEXT
SECURITIES

Beneficial Owners Tax Certification Reporting Audits Data Imports Manage

NS

Home > Beneficial Owner Profiles

New

Filters

Date Created - ASCTable Options

<input type="checkbox"/>	Status	Company	BO Type	BO First Name	BO Last Name	BO Tax ID	BO Address	BO City	BO Post Code	BO State	BO Tax Reside	Bulk
<input type="checkbox"/>	UNDER AUDIT	JP Morgan Chase	CORP	AGILE TECHNOLOGIES LDA		8386223	358 Wagon Dr.	Reidsville	27320	New York	United States	Actions
<input type="checkbox"/>	CANCELLED	Wells Fargo	CORP	MI found		SF 15422	42 West Street	BRISTOL	BS85 7JT		United Kingdom	Actions
<input type="checkbox"/>	ACTIVE	Wells Fargo	INDIV	John	Smith	348753-35	358 Wagon Dr.	Reidsville	27320	New York	United States	Actions
<input type="checkbox"/>	INACTIVE	JP Morgan Chase	PENSF	DELTA PENSION FUND		8207.81.217	63 rue de Raymond Poincare, Narbonne, 11100	Narbonne	11100		France	Actions
<input type="checkbox"/>	SANCTIONED	Goldman Sachs	PENSF	DELTA PENSION FUND		8207.81.217	63 rue de Raymond Poincare, Narbonne, 11100	Narbonne	11100		France	Actions

Page 1 of 12Jump to<>

The Tax System User Interface

1.11.1. Navigation Bar

From the top navigation bar, users can switch between different application views, access their profile, and log out. Additional sections may be available depending on the user's role, granting access to role-specific features and functionalities.

The User menu, represented by the user's initials in a button at the top-right corner of the screen provides access to profile details, password settings and other account-related options. The User menu features an animated border that acts as a timer, visually counting down the period of inactivity before the system automatically logs the user out.

1.11.2. Master-List Layout

The Tax System mainly uses the master-list layout that allows users to view all items in a single interface while creating new entries or editing existing ones *directly within the same view*. This streamlined approach eliminates the need to navigate to separate pages, enabling faster data management and a more efficient workflow.

In some cases though, the master-list layout may be less practical, such as when handling large forms or step-by-step processes. In these scenarios, records open in dedicated pages or guided flows to provide a more efficient and focused experience.

The screenshot displays the Euronext Securities Beneficial Owner Profiles interface. The top navigation bar includes the Euronext Securities logo and a menu with options: Beneficial Owners, Tax Certification, Reporting, Audits, Data Imports, and Manage. A user profile icon with the initials 'NS' is in the top right corner. The main content area is titled 'Home > Beneficial Owner Profiles' and features a 'New' button. Below the title bar, there is a 'Filters' section and a 'Date Created - ASC' dropdown. The central data grid lists several beneficial owner profiles with columns for Status, Company, BO Type, BO First Name, BO Last Name, BO Tax ID, and BO Address. Each row has an 'Actions' button. The right side of the interface is a sidepanel viewport titled 'BO Profile' with tabs for 'BO Profile' and 'Edit History'. The 'BO Profile' tab is active, showing a search bar for 'BO Profile fields' and a section for 'BENEFICIAL OWNER DETAILS' with fields for BO Type (INDIV), First Name (John), Last Name (Smith), and BO Tax ID (45-3129918). The bottom of the sidepanel shows 'BENEFICIAL OWNER CURRENT ADDRESS'.

Status	Company	BO Type	BO First Name	BO Last Name	BO Tax ID	BO Address	Actions
UNDER AUDIT	JP Morgan Chase	CORP	AGILE TECHNOLOGIES LDA		8396223	358 Wagon Dr.	Actions
CANCELLED	Morgan Stanley	CORP	MI found		SF 15422	42 West Street	Actions
ACTIVE	Morgan Stanley	INDIV	John	Smith	348753-35	358 Wagon Dr.	Actions
INACTIVE	Morgan Stanley	PENSF	DELTA PENSION FUND		8207.81.217	63 rue de Raymond Poincare, Ne	Actions
SANCTIONED	Goldman Sachs	PENSF	DELTA PENSION FUND		8207.81.217	63 rue de Raymond Poincare, Ne	Actions

The Master-List Layout in action – Data Grid on the left, Sidepanel Viewport on the right

1.11.3. Data Grid

The data grid is the central component for displaying structured information in rows and columns. It allows users to view, sort, filter, and interact with large datasets efficiently.

1.11.4. Status Labels

Each record in the data grid includes a status that reflects its current stage in the view or process flow. Status labels are short and concise, while standardized contextual colors are used to convey meaning at a glance, with interactive tooltips providing additional information for deeper context and understanding.



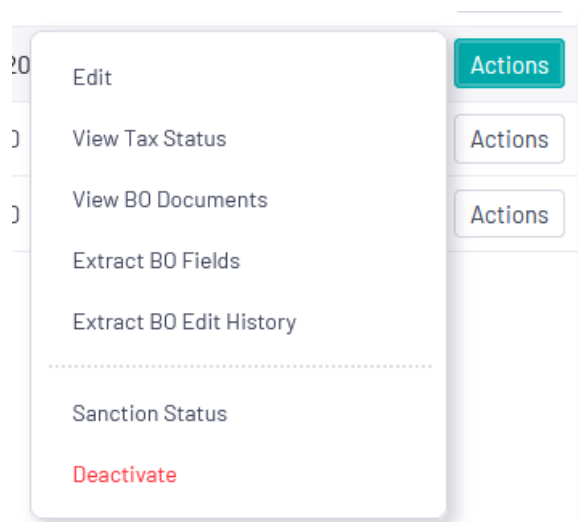
Sample Status Labels

A list of the most common statuses is presented in the following table. Please note that certain pages and flows may require specific statuses that are unique to those processes.

Status Label	Color	Meaning
Pending	Orange	Record is waiting for user action
Under Audit	Purple	Record is being audited / reviewed
In Progress	Blue	Record is being processed / Flow is in progress
Active / Completed	Green	Record is active and available for use / Process completed
Cancelled / Disabled	Gray	Record has been cancelled by Original Creator / Temporarily inactive
Rejected	Red	Record has been rejected during audit / System rejected file due to critical error

1.11.5. Grid Actions


Actions are available in the fixed '**Actions**' menu at the right end of each row in the grid. The actions displayed depend on the view, record status and the user's permissions.



Sample Actions Menu

1.11.6. Filtering

Users can narrow down the displayed data by applying filters based on specific criteria. Multiple filters can be combined to quickly find relevant information without manually scanning through all entries. For efficiency, filters are applied in a single update rather than continuously, ensuring results refresh quickly and consistently once all filter selections are made.


Filters

FILTERS
Apply

Company

Bank of America ✕
▼


Status

Active ✕
▼

BO Type

All Beneficial Owner Types
▼

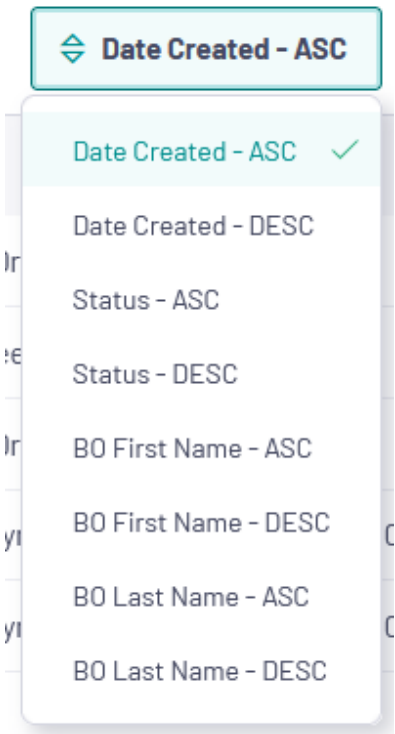
BO Tax Residence

 **GR** - Greece (Ελλάδα) ✕
▼

The Filter Sidebar – Multiple filters can be selected and submitted all at once using the **'Apply'** button at the top

1.11.7. Sorting

Data can be sorted in ascending or descending order by clicking on the respective Sorting Dropdown component that lies above the data grid.



The Sorting Dropdown component

1.11.8. Bulk Actions

When available, bulk actions allow users to select multiple records and perform operations on them simultaneously, streamlining repetitive tasks. Availability and permitted actions depend on the records’ status and user permissions, ensuring that only appropriate combinations can be processed together.



In this sample screenshot, the only Bulk action available for the two selected items is ‘Delete 2 records’

1.11.9. Table options

Includes functions related to the data table.

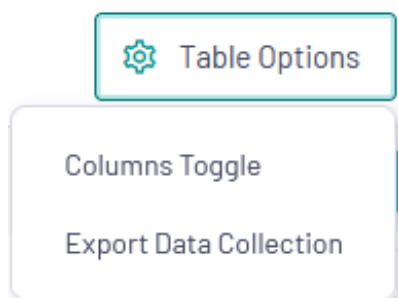
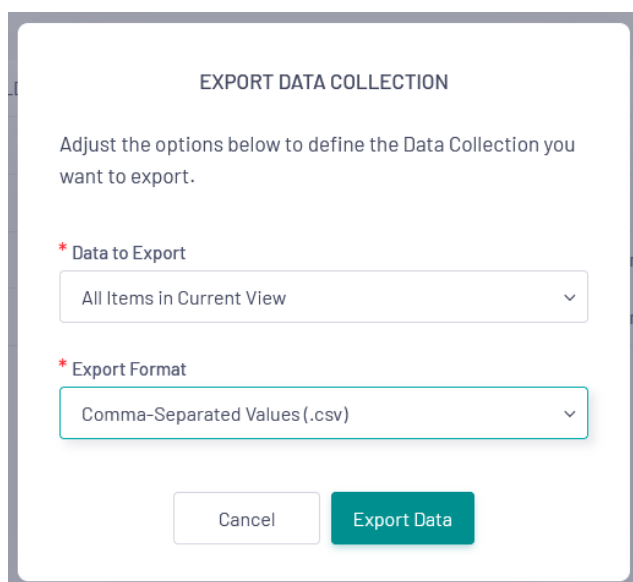


Table Options dropdown

1.11.9.1. **Export Data Collection**

The application allows users to export data for offline use, reporting, or sharing. You are allowed to export current page of items or selected items and various formats.



The Export Data Collection popup modal

1.11.9.2. **Columns Toggle**

Users can customize their view by showing or hiding specific columns. This helps focus on the most relevant data and reduces clutter for a cleaner interface.

COLUMN CUSTOMIZATION

Toggle the checkbox to show / hide column and drag items to change their position in the table.

<div><div></div></div>	<input checked="" type="checkbox"/>	Status
<div><div></div></div>	<input checked="" type="checkbox"/>	Company
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 Type
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 First Name
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 Last Name
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 Tax ID
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 Address
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 City
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 Post Code
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 State
<div><div></div></div>	<input checked="" type="checkbox"/>	B0 Tax Residence

Cancel

Update Changes

Column Customization popup modal

1.11.10. Pagination

The data is divided into pages of 100 items per page. Pagination controls let users move between pages or jump directly to a specific page.

Page 1 of 12

Jump to

<

>

Pagination component

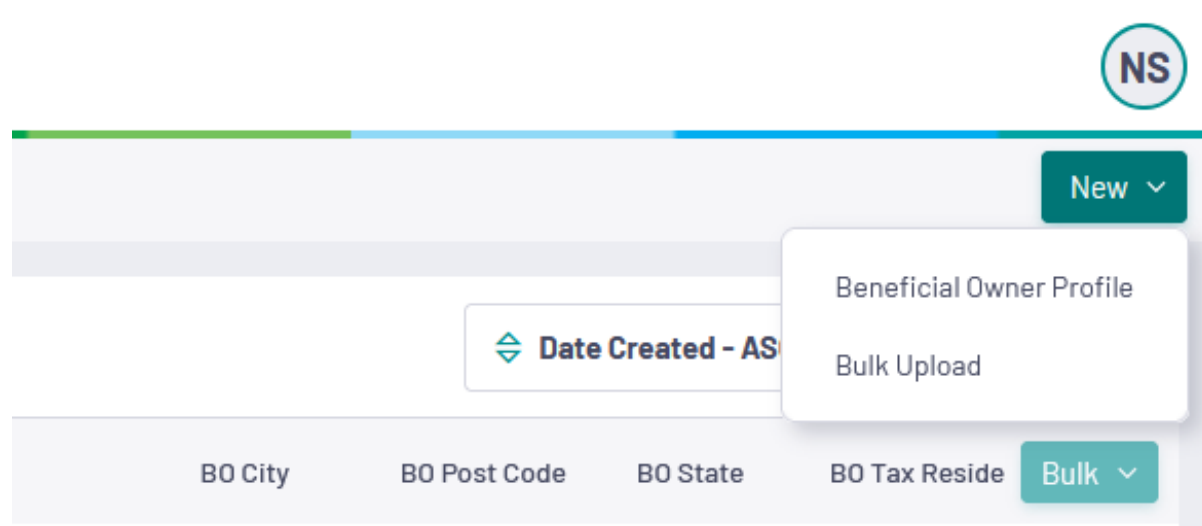
12. Processes & Common Flows

1.12.1. Forms

Forms in the platform appear either on the sidebar or within a dedicated flow. They guide users through data entry with contextual help, tailored input components, and real-time validation to ensure accurate and complete submission.

1.12.1.1. Create & Edit items

New records or submissions are created by following the '**New {Record}**' located at the top right of the screen, that will either open a Sidepanel Viewport with the form fields required to create the new record, or, depending on the view, you might be navigated to a dedicated screen/flow.



The entry point to create a New Record, in this example, a Beneficial Owner Profile

NS

New ▾

Created - ASC

⚙ Table Options

Address

Bulk ▾

3 Wagon Dr.

Actions

West Street

Actions

3 Wagon Dr.

Actions

rue de Raymond Poincare, Na

Actions

rue de Raymond Poincare, Na

Actions

New BO Profile

✕

BENEFICIAL OWNER DETAILS

* BO Type

Select Beneficial Owner Type ▾

* First Name

eg John

* Last Name

eg Smith

* BO Tax ID

eg 45-3129918

BENEFICIAL OWNER CURRENT ADDRESS

* BO Address

eg 54 W. 27th Street, 4th Floor

* BO City

Page 1 of 12

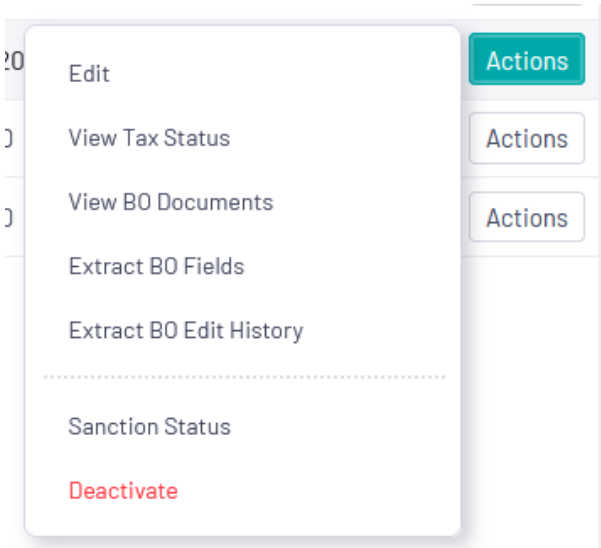
Jump to

<

>

A form inside a Sidepanel Viewport

To Edit a record, given your role has sufficient permissions, use the **'Edit'** action located inside the **'Actions'** menu at the end of each record row.

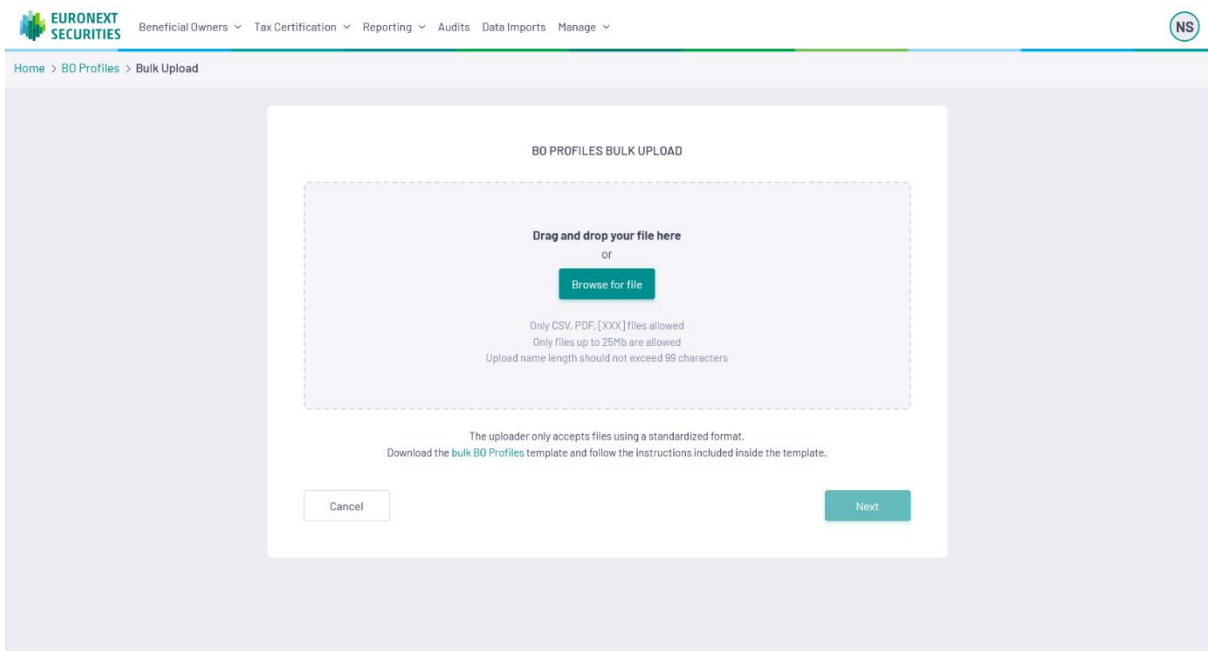


Edit a record by using the 'Actions' menu at the end of each record row.

1.12.1. Bulk Uploads

The platform supports bulk creation of records, either by manually uploading via a dedicated bulk uploader from within the view or by being submitted through SFTP, in which case, the system identifies the record type based on the predefined naming convention and processes them accordingly.

The Bulk Upload process is initiated via the '**New > Bulk Upload**' action located at the top right corner of the screen which navigates to a dedicated screen for upload.



The Bulk Uploader

Each Bulk Uploader that is dedicated to a specific view is accompanied by a file that includes instructions on how to properly structure, populate and name a file in a way that the system can identify and import the contents of the file.

The Bulk Uploader performs initial validation checks before submitting the file for processing, including file type, size, naming convention and structure.

13. Contact

For Tax system assistance or any questions please contact:

Euronext Securities Tax Services

Email: mt-helpdesk.fiscal@euronext.com



EURONEXT SECURITIES

euronext.com/post-trade