

# Letter of Explanation

Note: Each account holder with a U.S. address, a U.S. phone number, an address outside the country of permanent residence or country of incorporation, or a U.S. place of birth must complete, sign, and date a separate Letter of Explanation.

www.schwab.co.uk  
U.K. residents: 00800 0826 5001  
Swiss residents: 0800 563 711

Please complete all sections (1-4).

You may fax the completed and signed Letter of Explanation to +1-602-977-4199 (for clients outside the U.S.) or 1-800-752-4816 (for clients residing within the U.S.).

## 1. Account Holder Information

Name of Account Holder
Account Number(s)
Name(s) (Please print names of all account holders associated with these accounts.)

## 2. Purpose of Letter

EACH account holder or beneficial owner must include the following required documentation:

- A reasonable explanation supporting the claim of foreign status in Section 3.
- Documentary evidence that does not contain a U.S. address, such as a foreign passport or foreign driver's license. (If it has been previously provided, please also provide your certification in Section 3H.)

Check all that apply:

**A. The use of a U.S. address or a U.S. phone number**

This form should be used by non-U.S. residents or foreign entities to explain why their Schwab accounts have: (1) a U.S. address used as their mailing, legal, business, or alternate address; (2) a U.S. mailing address used to receive correspondence from Schwab (for example, account statements and trade confirmations); (3) a U.S. mailing, legal, alternate, or business address used in any other context with their account; or (4) a U.S. phone number. This form should **not** be used to explain why a U.S. address is listed on a corporate account. For corporate accounts, provide a Certificate of Incorporation. A copy of a valid foreign passport or government ID is required. (If it has been previously provided, please also provide your certification in Section 3H.)

**B. The use of an address outside the country of permanent residence or country of incorporation**

This form should be used by non-U.S. residents or foreign entities claiming treaty benefits in one foreign country, but with a mailing address or permanent residence address in a different foreign country **or** standing instructions to pay amounts from the account to an account or an address outside of the treaty country. For this purpose, a foreign mailing address is any mailing address outside the account holder's resident country used for correspondence from Schwab (for example, account statements, trade confirmations, etc.).

**Note: If the account holder has a U.S. address and a mailing address in a country that is outside the country of permanent residence, a second Letter of Explanation is required (i.e., the account holder must provide one Letter of Explanation for the U.S. address and one Letter of Explanation for the mailing address in a different country).** A copy of a valid foreign passport or government ID is required. (If it has been previously provided, please also provide your certification in Section 3H.)

**C. U.S. place of birth**

In order to satisfy the IRS W-8 documentary requirement, please provide a copy of the account holder's Certificate of Loss of Nationality of the United States, or an explanation of the account holder's renunciation of U.S. citizenship, or the reason the account holder did not obtain U.S. citizenship at birth, and a copy of a valid foreign passport or government ID. (If it has been previously provided, please also provide your certification in Section 3H.)

<b>FOR CHARLES SCHWAB USE ONLY:</b>												
Branch Office and Account Number												



