GERMAN CDR WITHHOLDING TAX CERTIFICATE PROCEDURES

1. The CDR Investor must contact the Brokerage where their CDRs are held to initiate the withholding tax voucher request to CIBC (the Depositary).
2. The Brokerage will need to email CIBC (cdr.info@cibc.com) requesting the applicable forms. Once filled out, the forms along with the payment of the applicable processing fee(s) will need to be provided to CIBC.
3. CIBC will verify the details of the forms and confirm payment of the applicable processing fee(s) for the withholding tax vouchers.
4. CIBC will submit the request to BNY Mellon Germany on behalf of the CDR Investor.
5. BNY Mellon Germany will process the request and provide the withholding tax vouchers to CIBC.
6. CIBC may send the withholding tax vouchers by email to the requesting Brokerage or directly to the Investor via regular mail.