

To: Boardroom Corporate & Advisory Services Pte. Ltd.
1 Harbourfront Avenue
#14-07 Keppel Bay Tower
Singapore 098632

**FORM R2 (DEPOSITORY AGENTS)
CLAIMING OF TAX REFUND FOR INCOME DISTRIBUTION FOR PERIOD FROM TO
DECLARATION BY DEPOSITORY AGENTS FOR SINGAPORE TAX PURPOSES
UNITS HELD FOR BENEFIT OF INDIVIDUALS AND FOREIGN NON-INDIVIDUAL INVESTORS/ FOREIGN FUNDS**

Name of registered holder : _____ Address : _____ _____ _____	Securities Account No. : _____ Holding : _____ Units
Name of Counter : Suntec Real Estate Investment Trust Stock Counter : SUNTEC REIT	

Please read the following important notes carefully before completion of this Form:

This Form is for tax refund claims only. It is applicable to Depository Agents who are claiming a refund of tax over-deducted from the following distributions made by Suntec Real Estate Investment Trust ("Suntec-REIT") in respect of Suntec-REIT units held by Depository Agent for the benefit of individuals or foreign non-individuals:

- (i) in relation to units held solely for the benefit of individuals, income distribution made on or after 9 December 2004 by Suntec-REIT where tax at the prevailing corporate tax rate had been deducted from the distribution and where a refund of the tax over-deducted had not been claimed previously; and
- (ii) in relation to units held solely for the benefit of foreign non-individuals/ foreign funds¹, distribution made during the period from 18 February 2005 to 31 December 2025 by Suntec-REIT where tax at the prevailing corporate tax rate, instead of the reduced rate of 10%, had been deducted from the distribution and where a refund of the tax over-deducted had not been claimed previously.

A foreign non-individual investor/ foreign fund is one who is not a resident of Singapore² for income tax purposes and:

- (i) who does not have a permanent establishment³ in Singapore (other than a fund manager in Singapore); or
- (ii) who carries on any operation in Singapore through a permanent establishment³ in Singapore, where the funds used to acquire the units in Suntec-REIT are not obtained from that operation.

To claim the tax refund from IRAS and to enable the Trustee and the Manager of Suntec-REIT to ascertain the status of the beneficiaries to the units held by you (ie individuals, foreign non-individual investors or foreign funds), you will need to make a declaration in this Form.

The Trustee and the Manager of Suntec-REIT will rely on the declarations made in this Form to determine if tax have been over-deducted from the distributions made in respect of the units held by you in your capacity as a Depository Agent. Please therefore ensure that this Form and the Annexes are completed in full and legibly and is returned to Boardroom Corporate & Advisory Services Pte. Ltd.. Failure to comply with any of these requirements will render this Form invalid and the Trustee and the Manager will not be able to determine if you are entitled to a tax refund in respect of the Suntec-REIT units held by you as a Depository Agent.

If you are eligible for the tax refund in respect of the units held by you as a Depository Agent, the amount of tax over-deducted will be refunded to you only after the IRAS has refunded the amount to the Trustee.

Please make sure that the information given and the declaration made in this Form is true and correct. The making of a false or incorrect declaration constitutes an offence under the Income Tax Act and the Declarant shall be liable to the appropriate penalties imposed under the said Act.

Please use a separate tax declaration form (Form R2) for each income distribution period.

This Form, together with the Annexes, is to be returned to Boardroom Corporate & Advisory Services Pte. Ltd., 1 Harbourfront Avenue #14-07 Keppel Bay Tower Singapore 098632. The Trustee and the Manager of Suntec-REIT will collate all declarations received on a half yearly basis (by 30 June and 31 December) and submit a claim for tax refund to the IRAS on a half yearly basis. Please email a soft copy of the completed Annexes to this declaration form to Boardroom Corporate & Advisory Services Pte. Ltd. at srs.teamd@boardroomlimited.com. Please note that it is compulsory to email the soft copy of the completed Annexes.

Declaration	
I, _____, NRIC/Passport No. _____, the principal officer of _____ ("the Depository Agent") hereby declare that the Suntec-REIT units registered in the name of the Depository Agent and deposited in the sub-accounts maintained with The Central Depository (Pte) Ltd, as listed in Annex 1 and Annex 2 to this declaration form in respect of the distribution for the period from _____ to _____ belonged beneficially to persons who are individuals and foreign non-individuals/ foreign funds respectively and that we have not previously claimed a refund of the tax over-deducted. The details of each of these beneficial owners are also listed in the Annexes. We also attach X Subsidiary Income Tax Certificates that were issued to the unit holders shown in Annexes 1 and 2 in respect of which the claim for refund is made.	
Signature of Declarant : _____	Date : _____
Contact No : _____	

¹ A foreign fund refers to a non-resident fund that qualifies for tax exemption under 13D, 13U and 13V of the Singapore Income Tax Act.

² For the purpose of the distribution, a company is not a tax resident in Singapore if the management and control of its business is exercised outside Singapore during the respective calendar year in which the distribution was made and there is no intention to change the management and control of its business to Singapore.

³ Under the Singapore Income Tax Act, permanent establishment means a fixed place where a business is wholly or partly carried on including a place of management, a branch, an office, a factory, a warehouse, a workshop, a farm or plantation, a mine, oil well, quarry or other place of extraction of natural resources, a building or work site or a construction, installation or assembly project. A unitholder shall be deemed to have a permanent establishment in Singapore if it:

- (i) carries on supervisory activities in connection with a building or work site or a construction, installation or assembly project; or
- (ii) has another person acting on the unitholder's behalf in Singapore who:
 - (a) has and habitually exercises an authority to conclude contracts;
 - (b) maintains stock of goods or merchandise for the purpose of delivery on its behalf; or
 - (c) habitually secures orders wholly and almost wholly for the unitholder or for such other enterprises as are controlled by the unitholder.

SUNTEC REAL ESTATE INVESTMENT TRUST ("Suntec-REIT")
INCOME DISTRIBUTION FOR PERIOD TO
STOCK COUNTER: SUNTEC REIT

Annex 1

Annex to Declaration Form - Individuals

S/No.	Allotment No.	DA	CDP Sub-Account No.	Name of beneficiary holder(s)	Identification No.*	Number of units	Gross distribution paid	Amount of tax deducted at 17%	Tax refunded at 17%
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									

* This refers to Singapore NRIC No., foreign ID No., or Passport No.

