



|                   |  |
|-------------------|--|
| <b>B #:</b>       | 1414-15  |
| <b>Date:</b>      | August 31, 2015  |
| <b>To:</b>        | All Participants   |
| <b>Category:</b>  | Dividends  |
| <b>From:</b>      | International Services   |
| <b>Attention:</b> | Operations, Reorg & Dividend Managers, Partners & Cashiers   |
| <b>Subject:</b>   | <b><u>Tax Relief – Country: Russian Federation</u></b><br><b>Gazprom Neft CUSIP: 36829G107</b><br><b><u>Record Date: 10/16/2015 Payable Date: TBD Ex-Dividend Date: 10/15/2015</u></b><br><b><u>Relief-at-Source CA Web Instruction Deadline: 10/21/2015 8:00 P.M.</u></b><br><b><u>Quick Refund CA Web Instruction Deadline: 11/24/2015 8:00 P.M.</u></b> |

Participants can use DTC’s Corporate Actions Web (CA Web) service to certify all or a portion of their position entitled to the applicable withholding tax rate. Participants are urged to consult TaxInfo respectively before certifying their instructions over CA Web.

**Due to ex-date ruling of 10/15/2015, DTC will run interim activity on 10/19/2015. The instruction window will open on 10/20/2015 and will be inclusive of the interim activity captured. CA Web instruction window will close on 10/21/2015 8:00 P.M. deadline.**

Important: Prior to certifying tax withholding instructions, participants are urged to read, understand and comply with the information in the Legal Conditions category found on TaxInfo over the CA Web.

Questions regarding this Important Notice may be directed to GlobeTax at +1-212-747-9100.

**Important Legal Information:** *The Depository Trust Company (“DTC”) does not represent or warrant the accuracy, adequacy, timeliness, completeness or fitness for any particular purpose of the information contained in this communication, which is based in part on information obtained from third parties and not independently verified by DTC and which is provided as is. The information contained in this communication is not intended to be a substitute for obtaining tax advice from an appropriate professional advisor. In providing this communication, DTC shall not be liable for (1) any loss resulting directly or indirectly from mistakes, errors, omissions, interruptions, delays or defects in such communication, unless caused directly by gross negligence or willful misconduct on the part of DTC, and (2) any special, consequential, exemplary, incidental or punitive damages.*

*To ensure compliance with Internal Revenue Service Circular 230, you are hereby notified that: (a) any discussion of federal tax issues contained or referred to herein is not intended or written to be used, and cannot be used, for the purpose of avoiding penalties that may be imposed under the Internal Revenue Code; and (b) as a matter of policy, DTC does not provide tax, legal or accounting advice and accordingly, you should consult your own tax, legal and accounting advisor before engaging in any transaction.*

DTCC offers enhanced access to all important notices via a Web-based subscription service. The notification system leverages RSS Newsfeeds, providing significant benefits including real-time updates and customizable delivery. To learn more and to set up your own DTCC RSS alerts, visit [http://www.dtcc.com/subscription\\_form.php](http://www.dtcc.com/subscription_form.php).

Non-Confidential



**Gazprom Neft** has announced a dividend and BNY Mellon acts as Depository for the Depository Receipt (“DR”) program.

Participants can use DTC’s Corporate Action Web (“CA Web”) instructions tab to certify all or a portion of their position entitled to the applicable rate as per Double Tax Treaty (“DTT”) and Russian Tax Rate. Use of CA Web will permit entitlement amounts to be paid through DTC. By electing, Participants agree to the Agreements, Fees, Representations and Indemnification and Deadlines below.

On DR Pay Date, holders **that disclose summary beneficial owner information may be eligible** to receive the applicable rate as per a relevant DTT or the 15% statutory withholding rate. All non-disclosed holders will receive this dividend net of a maximum 15% withholding rate; however, consequences of non-disclosure are unclear and Participants and holders will bear all risk and responsibility in relation thereto.

**Since January 1, 2014 new requirements to obtain reduced withholding tax treatment on Russian DRs are required. In addition, there are new changes to withholding rates for Russian DRs with a Russian payable date after January 1, 2015.**

**The punitive withholding rate of 30% that existed on Russian DRs with payable dates from January 1, 2014 – December 31, 2014 was abolished and the new statutory rate is 15%. However, the Russian Securities Regulation (Article 8.4 of Federal Law No. 39-FZ dated 22 April 1996 as amended “On the securities market” (“the law No.39-FZ) still requires the summary disclosure for the 15% statutory rate that is required for the DTT rates. Therefore, BNY Mellon is required to request that summary disclosure (as detailed below) be provided for the 15% statutory rate, although, holders will receive the 15% statutory rate regardless of disclosure. Consequences of non-disclosure are unclear and Participants and holders will bear all risk and responsibility in relation thereto.**

The summary disclosure requirements are country of tax residency, entity type by individual or legal, and number of DRs held.

**PLEASE NOTE THAT THERE IS THE POTENTIAL FOR AUDIT ON YOUR DISCLOSED DRs BY THE RUSSIAN TAX AUTHORITIES**

The Russian tax authorities may audit the electing participants and their beneficial owner clients who elect DTT rate and potentially those receiving the statutory rate for up to three calendar years after the dividend payment.

For those who elect for DTT rate benefits, at a minimum, audits are expected to require an original of the Certificate of Residency (“COR”) for tax residency with specific language as to the DTT between the country of residence and the Russian Federation. These forms, and translations into Russian if in a foreign language, will each need to be apostilled, legalized or notarized (as applicable). The Ministry of Finance has indicated, via Letter No. 03-08-R3/27274 to the Federal Tax Administration of Russia on June 5, 2014<sup>1</sup>, that the COR is required for preparation of the withholding tax election based on a DTT rate.

Once an audit request has been made, there is expected to be a three (3) month period to provide audit documentation to the Russian tax authorities with the possibility of a three (3) month extension. Please note the Russian tax authorities maintain the right to request additional information and/or forms at any time and from time to time. It should also be noted that the Russian Tax Code does not provide any guidance to the documents that may be regarded as proper identification documentation. Participants and beneficial owners will be responsible and liable for any tax relief and for maintenance and provision of all supporting materials at all times, including in the event of an audit.

| DIVIDEND EVENT DETAILS  |                    |
|-------------------------|--------------------|
| COUNTRY OF ISSUANCE     | RUSSIAN FEDERATION |
| COMPANY                 | Gazprom Neft       |
| CUSIP#                  | 36829G107          |
| DEPOSITARY              | BNY MELLON         |
| DR RECORD DATE          | October 16, 2015   |
| DR PAY DATE             | TBD                |
| DR GROSS DIVIDEND RATE  | TBD                |
| ORD GROSS DIVIDEND RATE | RUB 5.92           |
| RATIO                   | 5 ORDS : 1 DR      |
| STATUTORY WHT RATE      | 15%                |

<sup>1</sup> Ministry of Finance of the Russian Federation. 2014. Letter No. 03-08-R3/27274 of the Ministry of Finance of the Russian Federation of 5 June 2014. [ONLINE – Russian Only] Available at: <http://www.minfin.ru/common/upload/library/2014/06/main/03-08-RZ27274.pdf>. [Accessed 11 June 14].

Please note, this notice should not be construed nor represents BNY Mellon providing any legal, tax, accounting or other professional advice on these matters. You should seek advice from an independent tax advisor.

## FEES & DEADLINES

| FILING METHOD    | BATCH                             | PAYMENT METHOD | FEES*                   | FINAL SUBMISSION AND DTC ELECTION DEADLINE (ALL TIMES 8 PM EST) |
|------------------|-----------------------------------|----------------|-------------------------|---|
| RELIEF AT SOURCE | PAYMENT ON DR PAY DATE            | VIA DTC        | Up to<br>\$0.005 per DR | OCTOBER 21, 2015  |
| QUICK REFUND     | IMMEDIATELY FOLLOWING DR PAY DATE | VIA DTC        | Up to<br>\$0.005 per DR | NOVEMBER 24 , 2015  |

See also “Documentation support by GlobeTax” for optional assistance and fees relating thereto.

### **Agreements, Fees, Representations and Indemnification of Participants and Beneficial Owners**

We hereby agree that this tax relief assistance service is wholly voluntary and discretionary and outside the terms and conditions of any applicable deposit agreement. We hereby accept and agree to pay the fees of BNY Mellon of up to \$0.005 per Depository Receipt for Relief at Source or Quick Refund, and any other charges, fees or expenses payable by or due to BNY Mellon or its agents, including any custodian, in connection with the tax reclaim process, or to tax authorities or regulators (which fees, charges or expenses may be deducted from the dividend or any other distribution or by billing or otherwise in BNY Mellon’s discretion). We hereby agree that any such fees, charges or expenses may be due and payable whether or not a successful reduction in rate or reclamation is obtained. We hereby acknowledge that fees paid to BNY Mellon may be shared with its agents and affiliates.

We hereby agree that in addition to statutory and documentation requirements, and the deduction of fees, tax relief benefits will be subject to review and approval, and subsequent audits by the Russian custodian and Russian tax regulators, and that BNY Mellon is not providing any legal, tax, accounting or other professional advice on these matters and has expressly disclaimed any liability whatsoever for any loss howsoever arising from or in reliance hereto, and should seek advice based upon their own particular circumstances from an independent tax advisor.

We certify that to the best of our knowledge each of the beneficial owners identified are eligible for the relevant statutory or DTT withholding tax rate and we declare that we have performed all the necessary due diligence to satisfy ourselves as to the accuracy of the information submitted to us by these beneficial owners and have obtained required supporting documents including certificates of tax residency (translated to Russian, apostilled or legalized or notarized).

We will be fully liable for any and all claims, penalties and / or interest, including without limitation, any foreign exchange fluctuations associated therewith. BNY Mellon shall not be liable for the failure to secure any tax relief. We expressly agree that BNY Mellon and its agents or affiliates shall not have any liability for, and we shall indemnify, defend and hold each of BNY Mellon and its agents and affiliates harmless from and against, any and all loss, liability, damage, judgment, settlement, fine, penalty, demand, claim, cost or expense (including without limitation fees and expenses of defending itself or enforcing this agreement) arising out of or in connection herewith.

## DOCUMENTATION SUPPORT BY GLOBETAX (ADDITIONAL FEES APPLY)

GlobeTax is offering, at the request of a participant and/or investor, documentation support for Russian audits on your DRs. GlobeTax has the following three options which can be combined or used as a standalone service at the discretion and request of the investor or their appointed agent.

| SERVICE  | PRICE    |
|--|----------|
| <b>Full Service</b> includes <ul style="list-style-type: none"> <li>- obtaining the Russian specific DTT IRS 6166 for year of dividend payment participant and/or investor must complete IRS forms 8802 and 8821)</li> <li>- IRS 6166 will be apostilled at a federal level</li> <li>- IRS 6166 with apostille will be translated</li> <li>- Translations of IRS 6166 and apostille will be certified</li> </ul> | \$600.00 |
| <b>Apostille</b> includes <ul style="list-style-type: none"> <li>- Participant and/or investor must provide GlobeTax with an original IRS 6166 containing Russian specific DTT language. GlobeTax will have the form apostilled at a federal level</li> </ul>  | \$100.00 |
| <b>Translation</b> includes <ul style="list-style-type: none"> <li>- Participant and/or investor must provide GlobeTax with the apostilled original IRS 6166 for year of dividend payment</li> <li>- GlobeTax will have both the apostille and IRS 6166 translated into Russian</li> <li>- GlobeTax will have the translation certified</li> </ul>   | \$300.00 |

Please note that the aforementioned services are optional and at the request of the investor. These optional services are offered by GlobeTax alone and not by BNY Mellon. Utilizing these services does not guarantee success of passing an audit by the Russian tax authorities. Utilizing these services also does not prevent the Russian authorities from requesting any additional forms or information from the investor. Any such requests would not be the responsibility of GlobeTax Services or their affiliates to provide and/or legalize and translate. By utilizing any of these services the investor and their agents are agreeing to defend, indemnify and hold GlobeTax Services, its officers, and affiliates harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of these services.

## ELIGIBILITY MATRIX FOR RELIEF AT SOURCE / QUICK REFUND

| WITHHOLDING RATE AS PER TREATY                                     | RECLAIM RATE | ELIGIBLE RESIDENTS   | DOCUMENTATION REQUIRED   |
|--|--------------|--|--|
| <b>NON-DISCLOSURE/<br/>STATUTORY<br/>WITHHOLDING RATE-<br/>15%</b> | 0%           | Non-Disclosed Holders  | *NONE  |
| <b>DISCLOSED STATUTORY<br/>WITHHOLDING RATE-<br/>15%</b>           | 0%           | Disclosed holders of DTT<br>Countries not applying for DTT<br>rates<br><br>OR<br><br>Disclosed holders of Non DTT<br>Countries   | ESP GENERATED COVER LETTER & ESP<br>GENERATED SUMMARY  |
| <b>RUSSIAN TAX RATE -<br/>13%</b>                                  | 2%           | Disclosed and applying for the tax<br>rate of:<br>Russian Federation   | ESP GENERATED COVER LETTER & ESP<br>GENERATED SUMMARY  |
| <b>DTT - 12%</b>   | 3%           | Disclosed and applying for the<br>DTT rate of:<br>Finland  | ESP GENERATED COVER LETTER & ESP<br>GENERATED SUMMARY  |
| <b>DTT - 10%</b>   | 5%           | Disclosed and applying for the<br>DTT rate of:<br>Albania, Armenia, Azerbaijan,<br>Belgium, Botswana, Chile, China,<br>Croatia, Cyprus, Czech Republic,<br>Denmark, Egypt, Greece,<br>Hungary, India, Iran, Ireland,<br>Israel, Italy, Kazakhstan,<br>Democratic People's Republic of<br>Korea, Republic of Korea,<br>Kyrgyzstan, Latvia, Lebanon,<br>Lithuania, Macedonia, Mexico,<br>Moldova, Mongolia, Morocco,<br>Namibia, Norway, Poland,<br>Singapore, Slovakia, Slovenia,<br>Tajikistan, Turkey, Turkmenistan,<br>United Kingdom, United States of<br>America, Uzbekistan | ESP GENERATED COVER LETTER & ESP<br>GENERATED SUMMARY  |
| <b>DTT - 5%</b>  | 10%          | Disclosed and applying for the<br>DTT rate of:<br>Kuwait, Malta, Qatar, Saudi<br>Arabia  | ESP GENERATED COVER LETTER & ESP<br>GENERATED SUMMARY  |
| <b>RUSSIAN TAX RATE - 0%</b>                                       | 15%          | Vnesheconombank<br>OR<br>Russian Unit Investment Trusts<br>OR<br>International Bank for<br>Reconstruction and Development  | COVER LETTER & SUMMARY (EXHIBIT C)<br><br>IN THE CASE OF UNIT INVESTMENT TRUST -<br><b>NAME OF THE UIT MUST BE DISCLOSED</b> |

**\*Non-disclosure is not permitted under the Russian tax regulations and the consequences are unclear. Participants and holders will bear all risk and responsibility if summary disclosure is not obtained and retained in support of the statutory rate.\***

Note: There are some countries with double taxation treaties with the Russian Federation that have multiple withholding rates. The lower reclaim rate applies to the Relief at source and quick refund process. The higher reclaim rates generally

apply to conditional situations (i.e. holding a minimum amount of outstanding shares or a special entity type). For more information please contact GlobeTax.

## PROCESS STEPS

- Go to <https://esp.globetax.com/> and disclose your ultimate beneficial owners by
  - Country of Tax Residence
  - Entity Type (either legal entity or individual)
- Sign the ESP generated cover letter and summary and mail to GlobeTax
- Use the ESP generated share summary at maximum rate as per treaty to complete your withholding rate certification at DTC's CA Web

**IMPORTANT: TO RECEIVE YOUR DIVIDEND WITH MAXIMUM RATE AS PER TREATY YOU MUST BOTH COMPLETE THE DISCLOSURE TO GLOBETAX AND A CORRESPONDING CA WEB CERTIFICATION AT DTC.**

## ESP Electronic Submission Portal

powered by **GLOBETAX**

BNY Mellon, offers ESP powered by GlobeTax, an electronic withholding tax submission system. This system allows for the secure and simplified transfer of share data from the Participant to BNY Mellon and creates applicable documentation on the Participant's behalf.

Submit the data online through the web site below, print out the document on letterhead, sign, and mail to BNY Mellon / GlobeTax.

These claims should be submitted through the following website. (Requires a one-time registration)

**<https://esp.globetax.com/>**

Please contact Ms. Leann Maurice at 1-800-915-3536 if you have any questions about this process.

## CONTACT DETAILS

|                       |  |
|-----------------------|--|
| PRIMARY CONTACT       | WONJAE LEE                             |
| DOMESTIC PHONE (U.S.) | 1-800-915-3536                         |
| DOMESTIC FAX (U.S.)   | 1-800-985-3536                         |
| INTERNATIONAL PHONE   | 1-212-747-9100                         |
| INTERNATIONAL FAX     | 1-212-747-0029                         |
| EMAIL ADDRESS         | WONJAE_LEE@GLOBETAX.COM                |
| COMPANY               | GLOBETAX as agent for BNY Mellon       |
| STREET ADDRESS        | 90 BROAD STREET 16 <sup>TH</sup> FLOOR |
| CITY/STATE/ZIP        | NEW YORK, NY 10004                     |
| ADDITIONAL CONTACTS   | LEANN MAURICE / EILEEN CHAN            |
| EMAIL ADDRESS         | RUSSIADR@GLOBETAX.COM                  |

## FREQUENTLY ASKED QUESTIONS (FAQs)

### GENERAL QUESTIONS

| QUESTION  | ANSWER   |
|---|--|
| DO I NEED TO PROVIDE A Certificate of Residency ('CoR')?          | FOR RELIEF AT SOURCE AND QUICK REFUND PROCESSES THE ESP GENERATED FORMS WILL BE REQUIRED AT THE TIME OF ELECTION. HOWEVER, CoRs WILL BE REQUIRED IN THE EVENT OF AN AUDIT FOR THOSE DISCLOSING FOR TREATY BENEFITS AND YOU WILL BE LIABLE TO MAINTAIN AND PROVIDE THESE IN THAT EVENT. IT IS EXPECTED THAT CoRs MUST BE TRANSLATED INTO RUSSIAN AND APOSTILLED, LEGALIZED OR NOTARIZED AND THAT THEY MUST BE ISSUED AS OF THE CALENDAR YEAR. |
| IS IT REQUIRED TO USE ESP TO DISCLOSE?                            | IF YOU ARE NOT ABLE TO UTILIZE THE ESP SYSTEM PLEASE CONTACT GLOBETAX TO OBTAIN COPIES OF THE ESP FORMS TO SUBMIT MANUALLY. NOTE YOU WILL STILL NEED TO MAKE AN ELECTION ON YOUR DRs THROUGH THE CA WEB SYSTEM.  |
| WHY SHOULD I COMPLETE THE ESP DISCLOSURE BEFORE ELECTIONS AT DTC? | THE ESP SYSTEM WILL PROVIDE CLIENTS WITH AN AGGREGATE OF THEIR DISCLOSED DRs BY WITHHOLDING MAXIMUM TAX TREATY AND STATUTORY RATE. THIS INFORMATION SHOULD BE USED TO MAKE YOUR DTC ELECTIONS BY WITHHOLDING RATE AS PER TREATY.   |

## FREQUENTLY ASKED QUESTIONS (FAQs) CONT.

| QUESTION  | ANSWER  |
|---|---|
| IS THERE A DIFFERENCE BETWEEN THE RELIEF AT SOURCE AND QUICK REFUND?  | THE PROCESS STEPS ARE THE SAME FOR BOTH PROCESSES. HOWEVER, THE RELIEF AT SOURCE PERIOD IS SHORTER AND INVOLVES PAYMENT OF YOUR DIVIDEND WITH TAX RELIEF ON PAY DATE. THE QUICK REFUND IS A LONGER PERIOD FOR SUBMISSION AND WILL INVOLVE PAYMENT OF YOUR TAX RELIEF AFTER PAY DATE. BOTH PAYMENTS ARE THROUGH DTC. |
| IS THERE AN OPPORTUNITY FOR STANDARD REFUND?  | AT THIS TIME THERE IS NO DEFINED STANDARD REFUND. PLEASE CONTACT GLOBETAX FOR ADDITIONAL INFORMATION.   |
| IS IT POSSIBLE FOR ME TO DISCLOSE OWNERSHIP OF THE DRs FOR 15% WITHHOLDING EVEN IF THE COUNTRY OF TAX RESIDENCE HAS A DTT?                          | YES. YOU MAY INDICATE THE SHARES BY COUNTRY OF RESIDENCE TO DISCLOSE OWNERSHIP RESIDENCY BUT NOT OBTAIN TREATY BENEFITS <sup>2</sup> .  |
| CAN RESIDENTS OF A DTT COUNTRY WITH AN ENTITY TYPE CONSIDERED TRANSPARENT DISCLOSE THEIR DRs TO RECEIVE THE DIVIDEND AT THE DOUBLE TAX TREATY RATE? | THE DRs OF TRANSPARENT ENTITIES SHOULD BE DISCLOSED AT THE ULTIMATE BENEFICIAL HOLDER LEVEL. ALWAYS CHECK THE SPECIFICS OF THE RELEVANT TAX TREATY TO ENSURE YOU ARE PROPERLY DISCLOSING THE DRs OF THE ENTITY AND COUNTRY OF TAX RESIDENCE WITH RESPECT TO THE RUSSIAN FEDERATION                                  |
| WILL BNY MELLON/GLOBETAX ACCEPT CLAIMS FILED DIRECTLY TO THEM BY BENEFICIAL OWNERS?   | BNY MELLON / GLOBETAX ONLY ACCEPT CLAIMS FILED BY THE DTC PARTICIPANT WHO HELD THE SECURITIES THROUGH DTC AND ONLY TO THE EXTENT THAT DTC HAS REPORTED THESE HOLDINGS TO US AS VALID.   |
| WHY IS THE SUMMARY DISCLOSURE REQUIRED IF THE 15% STATUTORY RATE WILL APPLY FOR DISCLOSED OR UNDISCLOSED POSITIONS?                                 | RUSSIAN REGULATIONS (LAW 39-FZ) REQUIRE DISCLOSURES ON ALL POSITIONS REGARDLESS OF BENEFIT AND ACCORDING BNY MELLON IS REQUIRED TO REQUEST THE SUMMARY DISCLOSURE. CONSEQUENCES OF NON-DISCLOSURE ARE UNCLEAR AND PARTICIPANTS AND HOLDERS WILL BEAR ALL RISK AND RESPONSIBILITY IN RELATION THERETO.               |

<sup>2</sup> Ministry of Finance of the Russian Federation. 2014. Letter No. 03-08-R3/27274 of the Ministry of Finance of the Russian Federation of 5 June 2014. [ONLINE – Russian Only] Available at: <http://www.minfin.ru/common/upload/library/2014/06/main/03-08-RZ27274.pdf>. [Accessed 11 June 14].



## DISCLAIMER

### *Warning and Disclaimer:*

BNY Mellon will not be responsible for the truth or accuracy of any submissions received by it and all Participants and holders, whether or not following the procedures set forth herein or otherwise submitting any information, agree to indemnify and hold harmless BNY Mellon and its agents for any and all losses, liabilities and fees (including reasonable fees and expenses of counsel) incurred by any of them in connection herewith or arising herefrom. BNY Mellon and its agents will be relying upon the truth and accuracy of any and all submissions received by them in connection with the tax relief process and shall hold all participants and DR holders liable and responsible for any losses incurred in connection therewith or arising there from. There is no guarantee that the applicable tax authorities will accept submissions for relief. Neither BNY Mellon nor its agents shall be responsible or liable to any holders of DRs in connection with any matters related to, arising from, or in connection with the tax relief process described herein. See also “**Agreements, Fees, Representations and Indemnification**” above.

All tax information contained in this Important Notice is based on a good faith compilation of information obtained and received from multiple sources. The information is subject to change. Actual deadlines frequently vary from the statutory deadlines because of local market conditions and advanced deadlines set by local agents. To mitigate risk it is strongly advised that DTC Participants file their claims as soon as possible as the depository and/or their agents will not be liable for claims filed less than six months before the specified deadline. In the event that local market rules, whether implemented by a local agent or a Tax Authority, conflict with the information provided in the important notice, either prior to or after publication, the local market rules will prevail.

EXHIBIT A - COVER LETTER THIS DOCUMENT MUST BE PREPARED ON THE LETTERHEAD  
OF THE DTC PARTICIPANT

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Date:

GlobeTax as agent for BNY Mellon  
90 Broad Street - 16th Floor  
New York, NY 10004-2205  
Attn: Depository Services - Russian Federation

We, **(DTC PARTICIPANT)**, hereby state the below respective amount of DRs were held on the DR record date **(10/16/2015)** for the security (Gazprom Neft). The ratio is **(1)** DR to **(5)** Ordinary Shares. The information is in the attached summary disclosure.

SEE ATTACHED SUMMARY - EXHIBIT B

**PLEASE NOTE THAT THERE IS THE POTENTIAL FOR AUDIT ON YOUR DISCLOSED SHARES BY THE  
RUSSIAN TAX AUTHORITIES:**

The Russian tax authorities may audit the electing participants and their beneficial owner clients who elect Double Tax Treaty ("DTT") rate and potentially those receiving the statutory rate for up to three calendar years after the dividend payment.

For those who elect for the DTT Rate benefits, at a minimum, audits are expected to require an original of the Certificate of Residency ("COR") for tax residency including appropriate language detailing the DTT between the country of residence and the Russian Federation. These forms, and translations into Russian if in a foreign language, will each need to be apostilled, legalized or notarized (as applicable). The Ministry of Finance has indicated, via Letter No. 03-08-R3/27274 to the Federal Tax Administration of Russia on June 5, 2014<sup>3</sup>, that the COR is required for preparation of the withholding tax election based on a DTT rate.

Once an audit request has been made, there is expected to be a three (3) month period to provide audit documentation to the authorities with the possibility of a three (3) month extension. Please note the Russian tax authorities maintain the right to request additional information and/or forms at any time and from time to time. It should also be noted that the Tax Code does not provide any guidance to the documents that may be regarded as proper identification documentation. Participants and beneficial owners will be responsible and liable for any tax relief and for maintenance and provision of all supporting materials at all times, including in the event of an audit.

We hereby agree that this tax relief assistance service is wholly voluntary and discretionary and outside the terms and conditions of any applicable deposit agreement. We hereby accept and agree to pay the fees of BNY Mellon of up to \$0.005 per Depository Receipt for Relief at Source or Quick Refund, and any other charges, fees or expenses payable by or due to BNY Mellon or its agents, including any custodian, in connection with the tax reclaim process, or to tax authorities or regulators (which fees, charges or expenses may be deducted from the dividend or any other distribution or by billing or otherwise in BNY Mellon's discretion). We hereby agree that any such fees, charges or expenses may be due and payable whether or not a successful reduction in rate or reclamation is obtained. We hereby acknowledge that fees paid to BNY Mellon may be shared with its agents and affiliates.

We hereby agree that in addition to statutory and documentation requirements, and the deduction of fees, tax relief benefits will be subject to review and approval, and subsequent audit, by the Russia custodian and Russian tax regulators, and that BNY Mellon is not providing any legal, tax, accounting or other professional advice on these matters and has expressly disclaimed any liability whatsoever for any loss howsoever arising from or in reliance hereto. Participants and/or investors should seek advice based upon their own particular circumstances from an independent tax advisor. We certify that to the best of our knowledge that each of the beneficial owners identified hereby are eligible for the DTT rates as stated and received and we declare that we have performed all the necessary due diligence to satisfy ourselves as to the accuracy of the information submitted to us by these beneficial owners and have obtained required supporting documents including certificates of tax residency (translated to Russian, apostilled, legalized or notarized).

We will be fully liable for any and all claims, penalties and / or interest, including without limitation, any foreign exchange fluctuations associated therewith. BNY Mellon shall not be liable for the failure to secure any tax relief. We expressly agree that BNY Mellon and its agents or affiliates shall not have any liability for, and we shall indemnify, defend and hold each of BNY Mellon and its agents and affiliates harmless from and against, any and all loss, liability, damage, judgment, settlement, fine, penalty, demand, claim, cost or expense (including without limitation fees and expenses of defending itself or enforcing this agreement) arising out of or in connection herewith.

Sincerely,

(Authorized Signature)

Name  
Institution  
Address  
Phone number  
Email

<sup>3</sup>Ministry of Finance of the Russian Federation. 2014. Letter No. 03-08-R3/27274 of the Ministry of Finance of the Russian Federation of 5 June 2014. [ONLINE – Russian Only] Available at: <http://www.minfin.ru/common/upload/library/2014/06/main/03-08-RZ27274.pdf>. [Accessed 11 June 14].

**EXHIBIT B - DISCLOSURE SUMMARY**  
**(THIS FORM MUST BE POPULATED WITH DRs NOT ORDs)**

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**Issue: Gazprom Neft CUSIP: 36829G107**  
**Record Date: 10/16/2015**

| Country of Residence | Treaty Rate<br>Legal Entity | DRs<br>Legal Entity | Treaty Rate<br>Individual | DRs<br>Individual | Statutory Rate | DRs<br>Statutory Legal Entity | DRs<br>Statutory Individual | Total DRs |
|----------------------|-----------------------------|---------------------|---------------------------|-------------------|----------------|-------------------------------|-----------------------------|-----------|
|                      |                             |                     |                           |                   |                |                               |                             |           |
|                      |                             |                     |                           |                   |                |                               |                             |           |
|                      |                             |                     |                           |                   |                |                               |                             |           |

DRs claimed by rate:

0%:

5%:

10%:

12%:

13%:

15% DISCLOSED:

15% UNDISCLOSED:

TOTAL:

**EXHIBIT C - DISCLOSURE SUMMARY FOR EXEMPT ENTITIES  
(THIS FORM MUST BE POPULATED WITH DRs NOT ORDs)**

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**Issue: Gazprom Neft CUSIP: 36829G107  
Record Date: 10/16/2015**

| Country of Residence | Entity Name | Tax ID Number (if applicable) | Treaty Rate | DRs | Reference to Exemption in Tax Code | Total DRs |
|----------------------|-------------|-------------------------------|-------------|-----|------------------------------------|-----------|
|                      |             |                               |             |     |                                    |           |
|                      |             |                               |             |     |                                    |           |
|                      |             |                               |             |     |                                    |           |

DRs claimed by rate:

0%:

5%:

10%:

12%:

13%:

15% DISCLOSED:

15% UNDISCLOSED:

TOTAL: