

B #:	1411-15
Date:	09/25/2015
To:	All Participants
Category:	Dividends
From:	Supervisor, Stock Dividend Department
Attention:	Dividend Managers, Cashiers, and Reorganization Managers
Subject:	Optional Dividend: TOTAL S.A. ADR CUSIP: 89151E109 Record Date: 09/25/2015 Payable Date: 10/29/2015 Rate: \$0.688446 DTC CA Web Instruction Cut-Off: 10/07/2015 8:00 P.M. New York time

CLIENTS SHOULD SUBMIT ELECTION INSTRUCTIONS THROUGH THE CORPORATE ACTION WEB INSTRUCTION TAB. PLEASE REFER TO IMPORTANT NOTICE <u>B#0178-15</u> FOR MORE INFORMATION

#### RECORD DATE POSITION INFORMATION SHOULD BE CONFIRMED THROUGH THE CA WEB.

If there are any questions regarding this Important Notice or the processing of CA Web related instructions. Participants should contact DTC's Customer Help Line at (888) 382-2721.

If there are any questions regarding the Global Tax Important Notice accompanying this Important Notice please contact Diana Camejo at Globe Tax Telephone # 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.

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**TOTAL** has announced an <u>optional</u> <u>cash/stock</u> dividend. JPMorgan Chase acts as Depositary for the company's American Depositary Receipt ("ADR") program.

Participants can use DTC's Corporate Actions Web (CA Web) instructions tab to certify all or a portion of their position entitled to the applicable withholding tax rate. Use of these instruction methods will permit entitlement amounts to be paid through DTC.

On ADR Pay Date, all U.S. and eligible Canadian holders will have the opportunity to receive their full treaty benefits as outlined in the "Relief At Source Eligibility Matrix". All holders not eligible for Relief At Source or not certified at the favorable or exempt withholding tax rates through CA Web Instructions will receive the dividend net of the full French statutory withholding tax rate of 30% with the possibility to reclaim through the standard long form process.

DIVIDEND EVENT DETAILS		
COUNTRY OF ISSUANCE	FRANCE	
ISSUE	TOTAL	
CUSIP#	89151E109	
DEPOSITARY	JPMorgan Chase	
ADR RECORD DATE	September 25, 2015	
ADR PAY DATE	October 29, 2015	
ORD PAY DATE	October 21, 2015	
ORD GROSS DIVIDEND RATE	€0.61	
RATIO	1 ORD : 1 ADR	
STATUTORY WHT RATE	30%	

CHARGES & DEADLINES				
FILING METHOD	PAYMENT METHOD	DEPOSITARY SERVICE CHARGE	MINIMUM SERVICE CHARGE PER BENEFICIAL OWNER	FINAL SUBMISSION DEADLINE (ALL TIMES EST)
RELIEF-AT-SOURCE	DTCC	\$0.005 per ADR	\$0	CA WEB DEADLINE: October 7, 2015; 8:00 P.M.  DOCUMENTATION DEADLINE AT GLOBETAX: October 8, 2015; 5:00 P.M.
STANDARD LONG FORM	CHECK	\$0.0075 per ADR	\$25 Tax Relief Fee & 35 EUR Custodial Fee.	FINAL DEADLINE: November 1, 2017  RECLAIMS RECEIVED POST DEADLINE WILL BE TREATED ON A BEST-EFFORT BASIS AND MAY BE SUBJECT TO A 1,000.00 EUR PER BENEFICIARY CUSTODIAL FEE.

DTCC Public (White)

RELIEF-AT-SOURCE ELIGIBILITY MATRIX- ALL			
RATE DESCRIPTION	RECLAIM RATE	ELIGIBLE RESIDENTS	DOCUMENTATION REQUIRED
UNFAVORABLE - 30% (CASH OR STOCK)	0%	NON-TREATY COUNTRIES AND ENTITIES NOT MENTIONED AS FAVORABLE OR EXEMPT BELOW	NONE
FAVORABLE - 15% (CASH OR STOCK)	15%	(RICs), REAL ESTATE INVESTMENT TRUSTS (REITs), REAL ESTATE MORTGAGE INVESTMENT CONDUITS (REMICs)	<ol> <li>APPENDIX B.1</li> <li>APPENDIX F</li> <li>APPENDIX B.2</li> <li>IRS FORM 6166</li> <li>APPENDIX C1 OR C2</li> </ol>
FAVORABLE - 15% (CASH OR STOCK)	15%	<ul><li>CANADIAN INDIVIDUALS</li><li>CANADIAN CORPORATIONS</li></ul>	<ol> <li>APPENDIX B.1</li> <li>APPENDIX F</li> <li>APPENDIX B.2</li> <li>APPENDIX D1 OR D2</li> <li>5000-EN FORM</li> </ol>
EXEMPT - 0% (CASH OR STOCK)	30%	CANADIAN PENSIONS	<ol> <li>APPENDIX B.1</li> <li>APPENDIX F</li> <li>APPENDIX B.3</li> <li>APPENDIX D1 OR D2</li> <li>APPENDIX E1 OR E2</li> <li>5000-EN FORM</li> </ol>

REQUIREMENTS FOR RELIEF-AT-SOURCE ELECTIONS		
CATEGORY	DESCRIPTION / CLARIFICATION	
U.S. INDIVIDUALS/IRAs (ROTH, ROLLOVER & SEP IRAS EXCLUDED)	- AN IRS 6166 FORM IS <u>NOT</u> REQUIRED, HOWEVER, THE FRENCH TAX AUTHORITIES RESERVE THE RIGHT TO REQUEST ONE	
U.S.CORPORATIONS	<ul> <li>AN IRS 6166 FORM IS <u>NOT</u> REQUIRED, HOWEVER, THE FRENCH TAX AUTHORITIES RESERVE THE RIGHT TO REQUEST ONE</li> </ul>	
U.S. REGULATED INVESMENT COMPANIES (RICs), REAL ESTATE INVESTMENT TRUSTS (REITs), REAL ESTATE MORTGAGE INVESTMENT CONDUITS (REMICs)	- AN IRS 6166 FORM IS REQUIRED	
U.S. PENSION FUNDS	- AN IRS 6166 FORM IS REQUIRED AND <u>MUST</u> STATE ANY OF THE FOLLOWING IRS SECTIONS UNDER THE U.S. FEDERAL TAX CODE: <b>401(a), 401(b), 403(b), 457</b>	
U.S. NOT-FOR-PROFIT ORGANIZATIONS	<ul> <li>AN IRS 6166 FORM IS REQUIRED AND MUST INDICATE SECTION 501(c)3 OF THE U.S. FEDERAL TAX CODE;</li> <li>IF THE IRS 6166 FORM REFERS TO 501(c); A TREASURY DETERMINATION LETTER CLEARLY MENTIONING 501(c)3 NEEDS TO BE SUPPLIED WITH THE IRS 6166 FORM</li> </ul>	

DESCRIPTION OF VARIOUS DOCUMENTATION (RELIEF-AT-SOURCE)			
DOCUMENT NAME	DESCRIPTION	ORIGINAL / COPY	SIGNATURE REQUIREMENT
APPENDIX B.1	DTC PARTICPANT INFORMATION	ORIGINAL	NONE
APPENDIX B.2	- SUMMARY OF ALL ENTITY TYPES ELECTED	ORIGINAL	NONE
APPENDIX B.3	- SUMMARY OF ALL CANADIAN PENSIONS ELECTED	ORIGINAL	NONE
IRS FORM 6166***	- ISSUED BY THE INTERNAL REVENUE SERVICE, STATING THE NAME AND TAX PAYER IDENTIFICATION NUMBER OF THE BENEFICIAL OWNER	ORIGINAL	IRS REPRESENTATIV E
APPENDIX C1 OR C2 (ANNEX III)	<ul> <li>SIGNATURE AND STAMP (MEDALLION OR OTHER) OF THE DTC PARTICIPANT</li> <li>APPENDIX C1 PREFERRED</li> </ul>	ORIGINAL	DTC PARTICIPANT
APPENDIX D1 OR D2 (ANNEX IV)	<ul> <li>SIGNATURE AND STAMP (MEDALLION OR OTHER) OF THE DTC PARTICIPANT</li> <li>APPENDIX D1 PREFERRED</li> </ul>	ORIGINAL	DTC PARTICIPANT
APPENDIX E1 OR E2 (ANNEX I OR II)	<ul> <li>AN ATTESTATION MUST BE FILLED FOR <u>EACH</u>     BENEFICIARY</li> <li>MUST BE CERTIFIED BY REVENUE CANADA</li> <li>APPENDIX E1 PREFERRED</li> </ul>	ORIGINAL	BENEFICIARY OR LEGAL REPRESENTATIV E & CANADIAN TAX AUTHORITY
5000-EN FORM	- SUBMIT THE "FOR USE BY THE FRENCH TAX AUTHORITY" VERSION ONLY; INDICATED IN UPPER LEFT HAND CORNER OF THE FORM - SECTION III  DATE, SIGNATURE & STAMP (MEDALLION OR OTHER) OF THE DTC PARTICIPANT - SECTION IV  TO BE CERTIFIED BY REVENUE CANADA - THE FORM CAN BE OBTAINED BELOW:  http://www.impots.gouv.fr/portal/deploiement/p1/fichedescriptiveformulaire _3547/fichedescriptiveformulaire_3547.pdf	ORIGINAL	DTC PARTICIPANT & CANADIAN TAX AUTHORITY
APPENDIX F	- AN ASCII (AMERICAN STANDARD CODE FOR INFORMATION INTERCHANGE) COMPUTER DISK FILE OR A MICROSOFT EXCEL FILE IS REQUIRED - EXHIBIT I LISTS THE FORMATTING RULES	ORIGINAL	NONE

<sup>\*\*\*</sup> It is highly recommended to provide an original Form 6166 where the "Tax Year" matches the year of the dividend payment on the French shares. If you do not provide an original current year 6166 you may be requested to supply this document and if you are unable to do so you may be charged back to the unfavorable withholding tax rate by the French Custodian.

DEPOSITARY (	CONTACT DETAILS
PRIMARY CONTACT	DIANA CAMEJO
DOMESTIC PHONE (U.S.)	1-800-929-5484
DOMESTIC FAX (U.S.)	1-800-929-9986
INTERNATIONAL PHONE	1-212-747-9100
INTERNATIONAL FAX	1-212-747-0029
EMAIL ADDRESS	DIANA_CAMEJO@GLOBETAX.COM
COMPANY	GLOBETAX
STREET ADDRESS	90 BROAD STREET, 16 <sup>TH</sup> FLOOR
CITY/STATE/ZIP	NEW YORK, NY 10004
ADDITIONAL CONTACTS	BROOKS ROBINSON

# **ESP**



JPMorgan Chase offers ESP powered by GlobeTax, an electronic withholding tax submission system. This system allows for the secure and simplified transfer of beneficial owner level data from the Participant to GlobeTax and creates applicable documentation on the Participants behalf.

Submit the data online through the web site below, print out the documents on letterhead, sign them, and mail them to GlobeTax, 90 Broad Street, 16<sup>th</sup> Floor, New York, NY 10004 USA, Attn: Diana Camejo, along with the necessary required documents.

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

#### https://esp.globetax.com/

Please contact Ms. Diana Camejo at 1-212-747-9100 or via email at Diana\_Camejo@globetax.com if you have any questions about this process.

# FREQUENTLY ASKED QUESTIONS (FAQs)

## **RELIEF-AT-SOURCE QUESTIONS**

QUESTION	ANSWER
WHO DO I SEND THE RELIEF-AT-SOURCE DOCUMENTION TO?	EVERYTHING IS TO BE SUBMITTED TO GLOBETAX.
DOES ANYTHING NEED TO BE SENT TO GLOBETAX?	YES. ALL DOCUMENTATION SHOULD BE SUBMITTED TO GLOBETAX, AND GLOBETAX WILL FORWARD THE DOCUMENTATION TO THE CORRECT CUSTODIAN BANK.
DOES THE IRS 6166 FORM HAVE TO BE FOR THE TAX YEAR IN WHICH THE DIVIDEND IS PAID OUT AND MUST IT BE ORIGINAL?	IT IS HIGHLY RECOMMENDED THAT THE TAX YEAR ON THE 6166 SUPPLIED MATCHES THE YEAR OF THE DIVIDEND PAYMENT AND THAT THE 6166 SUPPLIED IS AN ORIGINAL. IF YOU CHOOSE TO SUBMIT OUTDATED OR COPIES OF 6166s IT IS RECOMMENDED THAT YOU REQUEST A MORE CURRENT ONE FROM THE I.R.S. AT THE TIME THE ELECTION IS MADE.
ARE CANADIAN MUTUAL FUNDS ELIGIBLE FOR RECLAIM THROUGH THE RELIEF-AT-SOURCE PROCESS?	NO. ONLY THROUGH THE STANDARD LONG FORM PROCESS.
ARE PARTNERSHIPS ELIGIBLE FOR RECLAIM THROUGH THE RELIEF-AT-SOURCE PROCESS?	NO. ONLY THROUGH THE STANDARD LONG FORM PROCESS.
WHY WOULD THE FRENCH TAX AUTHORITIES REQUEST AN IRS 6166 FORM FOR INDIVIDUALS OR CORPORATIONS IF IT IS NOT REQUIRED?	IF THEY HAVE ANY DOUBTS REGARDING THE STATUS OF THE BENEFICIAL OWNER, THEY ARE ENTITLED TO VALIDATE THEIR SUSPICION BY REQUESTING THE 6166.
HOW LONG DOES IT TAKE TO RECEIVE PAYMENT WITH THE RELIEF-AT-SOURCE PROCESS?	ON ADR PAY DATE
WHAT HAPPENS IF I DID NOT SUBMIT AN ELECTRONIC FILE?	YOUR FILING WILL BE REJECTED AND RESULT IN A CHARGE BACK WHICH WILL BE POSTED TO YOUR DTC PARTICIPANT ACCOUNT.
ARE U.S. TRUST ACCOUNTS ELIGIBLE FOR THE RELIEF-AT-SOURCE PROCESS?	DUE TO THE VARYING NATURE OF TRUST ACCOUNTS (SOME BEING TREATED AS INDIVIDUALS, OTHERS AS CORPORATIONS) IT IS NOT RECOMMENDED TO ELECT THESE ENTITIES AT ANY RATE OTHER THAN THE UNFAVORABLE RATE.

FREQUENTLY ASKED QUESTIONS (FAQs)			
STOCK OPTION QUESTIONS			
QUESTION	ANSWER		
CAN I RECLAIM THE WITHHOLDING TAX IF I HAVE ELEC STOCK INSTEAD OF CASH?	YES, THE DIVIDEND PAYMENT IN FRANCE IS TREATED AS A CASH DIVIDEND WITH REINVESTMENT, HENCE RECLAIMS SHOULD BE SUBMITTED USING THE CASH OPTION RATE.		

FREQUENTLY ASKED QUESTIONS (FAQs)		
GENERAL QUESTIONS		
QUESTION	ANSWER	
HOW LONG DO BENEFICIAL OWNERS HAVE TO FILE FOR RECLAIM ON THIS DIVIDEND?	GENERALLY, TWO YEARS FROM THE END OF THE YEAR IN WHICH THE DIVIDEND WAS PAID, HOWEVER IT MAY DEPEND ON THE RESIDENCY OF THE BENEFICIAL OWNER.	
WHAT HAPPENS IF I DO NOT SEND IN THE DOCUMENTATION AND/OR SUBMIT A FILE WHOSE SHARE POSITION TOTALS MORE THAN MY CA WEB ELECTIONS?	THIS WILL RESULT IN A CHARGEBACK FOR THE AMOUNT OF SHARES DOCUMENTION WAS NOT PROVIDED. THE FAVORABLE OR EXEMPT SHARES ELECTED WILL BE ADJUSTED TO YOUR UNFAVORABLE POSITION AND RESULT IN A DEBIT TO YOUR DTC PARTICIPANT ACCOUNT.	
IS THERE ANY WAY TO RECLAIM THE FUNDS I WAS CHARGED BACK FOR?	YES. THE STANDARD LONG FORM PROCESS. PLEASE REFER TO THE DEPOSITARY CONTACT DETAILS SECTION OF THIS NOTICE FOR ASSISTANCE.	
IS THIS DIVIDEND AVAILABLE ON ESP POWERED BY GLOBETAX?	YES, ALL REQUIRED DOCUMENTS CAN BE CREATED USING ESP POWERED BY GLOBETAX.	

FREQUENTLY ASKED QUESTIONS (FAQs)			
STANDARD LONG FORM QUESTIONS			
QUESTION	ANSWER		
WHERE CAN I OBTAIN INFORMATION ON THE STANDARD LONG FORM PROCESS?	GLOBETAX ADMINISTERS THE LONG FORM PROCESS. PLEASE REFER TO THE DEPOSITARY CONTACT DETAILS SECTION OF THIS NOTICE FOR ASSISTANCE.		
WHEN DO I NEED TO USE <b>EXHIBIT II</b> (COVER LETTER) AT THE END OF THIS NOTICE?	ONLY FOR THE STANDARD LONG FORM PROCESS		
HOW LONG DOES IT TAKE TO RECEIVE PAYMENT ON STANDARD LONG FORM RECLAIMS?	GENERALLY 6 MONTHS TO 1 YEAR		

#### Warning and Disclaimer:

The information and data contained in this Notice is based on information obtained from multiple sources believed to be reliable. However, JPMorgan Chase and its agents do not warrant or guarantee the accuracy or completeness of, nor undertake to update or amend, this information or data. We and our agents expressly disclaim any liability whatsoever for any loss howsoever arising from or in reliance upon any of this information or data. The information contained in this Notice is subject to change, including in the and subject to discretion of third parties, and/or pre-emption or being superseded by local market rules, and practices or actions taken by non-U.S. agents or tax authorities. Deadlines often differ from statutory deadlines. You should file claims as soon as possible, and at least six months prior to the specified deadline.

#### **Appendix B.1 – Format For Broker Details**

First Page of Each List: (Bilingual Document French/English)

#### To be completed by DTC participant:

IDENTITE ET ADRESSE COMPLETE ET NUMERO DE MEMBRE DE DTC DE L'ETABLISSEMENT QUI GERE LE

COMPTE-TITRES A L'ETRANGER:

Name of DTC participant:

Address of DTC participant:

DTC participant Number:

NOM. NUMERO DE TELEPHONE ET NUMERO DE TELECOPIEUR D'UN EMPLOYE DE L'ETABLISSEMENT

MEMBRE DE DTC:

Name of DTC participant's Employee:

Telephone number:

Telecopier number:

<u>To be Supplied by ADR Depositary Bank:</u>
IDENTITE DE LA SOCIETE DISTRIBUTRICE FRANCAISE: **TOTAL** 

Name of the French company paying the dividend: **TOTAL** 

NATURE DES TITRES DETENUS: AP= actions au porteur, AN= actions nominatives: AP

Type of share held: AP= bearer shares, AN= registered shares: AP

RATIO DU NOMBRE D'ADRS PAR RAPPORT AU NOMBRE D'ACTIONS: 1:1

The ratio of the ADRs to the ordinary shares: 1:1

DATE DE MISE EN PAIEMENT: 21, October 2015

Payment date of the dividend: 21, October 2015

VALEUR UNITAIRE DU COUPON:

Dividend amount per ordinary share in EURO (100%): **0.6100** 

Dividend amount per ordinary share after 15% withholding in EURO: 0.5185

Amount of the 15% withholding tax per ordinary share in EURO: 0.0915

# <u>Appendix B.2 – Summary Page for all entity types other than Canadian Pension Funds</u> (One should be submitted for each entity type)

This summary page template should be used for all entity types with the exception of Canadian Pension Funds. At the End of Each List, a summary page with French and English captions showing: Name of French Issuer: TOTAL Ordinary Payment Date: 21, October 2015 DTC participant Name & Number: Page No.\_\_\_\_ NOMBRE D'ACTIONNAIRES CONCERNES: Number of beneficial owners listed on this list: NOMBRE TOTAL DE COUPONS PAYES A CES ACTIONNAIRES: Total number of ordinary shares listed on this list (ORD shares = ADR shares  $\div$  1): Total number of ADRs listed on this list: MONTANT TOTAL DES DIVIDENDES AVANT ET APRES RETENUE A LA SOURCE: Total amount of dividends allocable to these beneficial owners at 100% (ORD share amount  $\times$  0.61): Total amount of withholding tax for these beneficial owners at 15% (Above amount  $\times$  15%): A summary page must be attached to each shareholder category. Do not use this summary page for Canadian Pension Funds. Attach to Each List:

- Appendix C (Annex III of the French regulation) declaration for U.S. Entities signed by an officer or partner of the DTC participant, and sealed with DTC participant seal (Medallion or other).
- Appendix D (Annex IV of the French regulation) declaration for Canadian Entities signed by an officer or partner of the DTC participant, and sealed by DTC participant seal (Medallion or other).

#### **Appendix B.3 – Summary Page for Canadian Pension Funds**

### **Attach to your Canadian Pension Fund List:**

- Appendix D (Annex IV of the French regulation) declaration for Canadian Entities signed by an officer or partner of the DTC participant, and sealed by DTC participant seal (Medallion or other).
- Appendices E1 or E2 (Canadian Pension Fund attestation) should be submitted per beneficial owner, and must be certified by Revenue Canada. The French versions are preferred.

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## **APPENDIX C1: ANNEXE III Attestation**

A produire par l'établissement financier qui gère aux Etats-Unis le compte titre du non-résident et qui souhaite être dispensé de la présentation d'un formulaire 5052 RF 1 - EU par bénéficiaire (1)

entre la France et les Etats-Unis et l.instruction administrative du	14 février 2005 :
Je, soussigné	(nom et adresse), agissant en qualité ésidents des Etats-Unis, demande le bénéfice de la vrier 2005 pour lapplication aux actionnaires qui sont on en ce qui concerne les dividendes payés par la ou les
☐ Je déclare, en ce qui concerne les fonds de pension ou l.c chacun d.eux et transmise à l.administration fiscale en France, chacun des organismes mentionnés sur la liste dispositions des sections 401 (a) ou 401 (b) ou 403 (b) o américain(2);	française par l.intermédiaire de l.établissement payeur e ci-jointe a été créé et fonctionne conformément aux
☐ Je déclare, en ce qui concerne les « Regulated Inves » et « Real Estate Mortgage Investment Conduits » que de jointe remplit les conditions prévues au paragraphe de franco-américiaine du 31 août 1994 et que j.ai joint à cet de l.administration fiscale américaine de la qualité de RIC, REIT et REMIC établie par l.administration fiscale	chacun des bénéficiaires mentionnés sur la liste ci- 2 b) iii de l.article 4 de la convention fiscale te liste (indiquer le nombre) attestations le RIC, REIT et REMIC des bénéficiaires/la liste des
☐ Je déclare, qu.à ma connaissance, chaque actionnaire charitable, RIC, REIT ou REMIC) mentionné sur la liste mentions portées sur cette liste sont exactes (2).	
J.atteste qu.à ma connaissance, toutes les personnes requises pour bénéficier des avantages qu.elles demander établissement stable ou une base fixe auxquels se rattacl dividendes) et je déclare avoir fait toute diligences pour m.as m.ont communiquées à ce sujet ; au cas ou néanmoins je vier bénéficié d.un avantage indu, je m.engage à en informer l.établissement payeur en France ;	nt (et notamment ne possèdent pas en France un ne effectivement la participation génératrice des surer de l.exactitude des informations que ces personnes ndrais à apprendre que certaines d.entre elles ont
Je m.engage par ailleurs solidairement avec cet établisse spontanément, soit sur demande de l.administration fiscal avantage dont une personne aurait bénéficié indûment.	
	Fait à le <u>January 1, 2015</u>
	(cachet) (nom et qualité du signataire)
<ul><li>(1) Produire l.imprimé dans la langue de votre choix.</li><li>(2) Cocher la case adéquate.</li></ul>	(Table) (nom of quarte du signature)

## **APPENDIX C2 : ANNEX III Certificate**

To be produced by financial institutions managing a non-resident's securities account in the United States that wish to be exempted from filing a 5052~RF~1-EU form for each beneficiary (1)

For the purpose of the reduction of French dividend tax granted under the tax treaty of 31 August 1994 between France and the United States and Administrative Instruction of 14 February 2005:

I, tl	he undersigned,		
her be	ing in my capacity as the foreign manager of secureby request that the simplified procedure stipulated in tapplied to grant shareholders residing in the United Standividends paid by the French company(ies)	rities accounts held re the Administrative Instru- tes the advantages stipul	action of 14 February 2005 ated in the tax treaty with regard
(na	ame (s) of the company (ies)), in (ye	ear in which dividends a	are paid).
	I hereby declare that each of the pension funds and che certificates received by each and transmitted to the institution in France, was created and operates in comor 403 (b) or 457 or 501 (c) 3 of the American Federal	ne French tax administration pliance with the provision	ration through the paying
	I hereby declare that each of the Regulated Investmen Estate Mortgage Investment Conduits on this list b) iii of Article 4 of the tax treaty of 31 August 1994 tappended to this list (specify the number) certifying the RIC, REIT or REMIC status of the benefithe American tax administration(2);	complies with the requested between France and the certificates from the Am	uirements set out in Paragraph 2 United States and that I have nerican tax administration
	I hereby declare that, to the best of my knowledge charitable organisation, RICs, REITs or REMICs) on information provided in this list is accurate(2). I hereby persons listed above comply with all of the requirememore specifically, they do not have a permanent estable shares generating the dividends belong) and	this list is a resident of the by certify that, to the besonts for obtaining the a	he United States and that the t of my knowledge, all of the advantages being requested (and
per	hereby declare that I have undertaken all due diligersons have given me on this subject is accurate; in the evimproper advantage,		
also Tre	hereby undertake to inform the French tax administ o hereby commit myself jointly and severally with easury, of my own accord or at the request of the rresponding to any advantage improperly obtained.	the paying institution	to compensating the French
		Done at	on <u>January 1, 2015</u>
		(seal)	(name and title of signatory)
	<ul><li>(1) Fill in the form in the language of your choice.</li><li>(2) Check the appropriate box.</li></ul>		

## **APPENDIX D1: ANNEXE IV Attestation**

### A produire par la personne qui gère à l'étranger le compte titre du non-résident (1)

En vue de la réduction de l'impôt français sur les dividendes	s, conformément à	la convention fiscale entre la France
et:		
Je, soussigné		
	(nor	n et adresse), agissant en qualité de
gestionnaire hors de France de comptes titres ouverts au nom de	residents de	······································
demande le benefice de la procedure simplifiée prevue par l'instr	uction administrati	ve du 14 Février 2005 pour
l'application aux actionnaires qui sont des residents de		des advantages
prévus par la convention fiscale précitée en ce qui concerne les d	ividendes payés pa	r la ou les sociétés françaises
(nom	de la ou des socié	tés distributrices), le
(préciser l'année de mise en paiement).		
Je declare avoir reçu pour chaque bénéficiaire des divide	endes mentionnés s	sur la liste ci-jointe, l'original des
attestations requises dûment complétées et avoir joint à cette liste	e les attestations/un	e copie conforme des attestations (2)
soit un total de attestations/copies (indiquer le no	ombre d'attestatio	ons ou de copies d'attestations
jointes);		
Au cas où une des personnes mentionnées sur la liste bé		
solidairement avec l'établissement payeur en France, à restituer le	es montants en cau	se au Trésor français, soit
spontanément, si je venais à en avoir connaissance, soit sur dema	nde de l'administra	ation fiscale française.
	Fait à	le <u>January 1, 2015</u>
	(cachet)	(nom et qualité du signataire)
(1) Produire l.imprimé dans la langue de votre choix.		
(2) Rayer la mention inutile.		

# **APPENDIX D2: ANNEX IV Certification**

#### To be produced by the person in a foreign country Managing a non-resident's securities account (1)

For the purpose of the reduction of French dividend	tax granted under	the tax treaty between France and
	:	
I, the undersigned,		
acting in my capacity as the manager outside of Franc		
		•
Administrative Instruction of 14 February 2005 be applied		
the advantages stipulated in the above mentioned tax trea	aty with regard to d	ividends paid by the French
company(ies)		
(name (s) of the company (ies)), in	(year in which di	vidends are paid).
I hereby declare that I have received from each share	eholder receiving th	he dividends on this list, the original
certificates required, duly completed, and have appended	the certificates/cer	tified copies of the certificates (2),
making a total of certificates/copies (speci	fy the number of o	certificates or copies of certificates
appended);		
In the event that any of the persons on the list were t		
question, of my own accord if I discover improperly obta	imed advantages, o	r at the request of the French tax
administration.		
	Done at	on <u>January 1, 2015</u>
	(···1)	(
	(seal)	(name and title of signatory)
(1) Fill in the form in the language of your choice.		

(2) Check the appropriate box.

## **APPENDIX E1: ANNEXE I (Canadian Pensions)**

#### Attestation à produire par les organismes canadiens visés à l'article 29, paragraphe 7, alinéa b

En vue de l'exonération de l'impôt français sur les dividendes de source française payés à ces organismes gérés exclusivement au Canada aux fins d'adm inistrer des fonds ou de verser des prestations en vertu d'un ou de plusieurs régimes de pension ou de retraite et qui y sont exonérés d'impôt, conformément à la convention fiscale entre la France et le Canada du 2 mai 1975 telle que modifiée par l'avenant du 30 novembre 1995.

	(nom et adresse du fiduciaire / administrateur) certifie que
	(dénomination et adresse) a été constitué au
Canada le, est é	
(a) (a) une fiducie régie par un régi d'un RPA dont :	ime de pension agréé canadien (RPA) ou une société de gestion
<ul><li>le numéro d'agrément de le numéro de compte de</li></ul>	u régime est; et la fiducie ou de la société de gestion est, ou
le soussiané	
(nom et adresse du fiduciaire/administrateu	r de la société de fiducie) certifie que l'organisme(dénomination et adresse) a
	, est établi au Canada et est (ou les organismes
(b) (b) un ou des régimes enregistr du ou des régimes , et :	rés d'épargne-retraite pour lequel la société de fiducie est l'émetteur
	n du modèle de régime est; et e la société de fiducie est, ou
(c) (c) un ou des fonds enregistrés l'émetteur du  ou des fonds et :	de revenu de retraite pour lequel la société de fiducie est
	n du modèle de fonds est, et e la société de fiducie est,
	b, i, ii et iii du paragraphe 7 de l'article 29 de la convention e l'exonération de l'impôt français prélevé par voie de retenue
	r français, spontanément ou sur demande de l'administration nt à un avantage dont l'organisme aurait bénéficié indûment.
Lieu et date	Signature d'un agent autorisé du fiduciaire, de la société de gestion ou de la société de fiducie
Attestation des autorités fis	scales de l'état de résidence du bénéficiaire
	nts fournis par le requérant dans la présente demande sont, à la conformité aux conditions prévues à l'alinéa b, ii et iii du n qui n'a pas été vérifiée.
Lieu et date	Signature de la personne autorisée des autorités fiscales Canadiennes

# **APPENDIX E2 : ANNEX II (Canadian Pensions)**

# Statement to be completed by Canadian organizations contemplated in article 29, paragraph 7, subparagraph b

For the exemption of French tax on French dividends paid to these organizations operated in Canada exclusively to administer or provide benefits from one or more pension or retirement plans and that are exempt from tax, in accordance with the France-Canada Tax Convention of May 2, 1975, as amended by the Protocol dated November 30, 1995.

The undersigned(name and address of trustee	/administrator) hereby certifies that the organization
	(name and address) constituted in Canada
the, establishe	ed in Canada and is:
(a) a trust governed by a Canadian registere	d pension plan (RPP) or a pension corporation whose
- plan registration number is	, and
- the account number of the trust or	pension corporation is; or
	(name and
address of trustee/administrator of the corporate trust	
, established in Canada and i	(name and address) constituted in Canada the s (or the organizations are)
(b) a registered retirement savings plan(s) fo plan(s) and	or which the corporate trustee is the issuer of the
- the specimen plan identification no	umber is, and
- the account number of the corpora	ate trustee is; or
(c) a registered retirement income fund(s) for and	r which the corporate trustee is the issuer of the fund(s)
- the specimen fund identification ne	umber is, and
- the account number of the corpora	ate trustee is;
which satisfies the conditions set out in subparagraph Canada Tax Convention in order to be exempted from	b, i, ii, and iii, of paragraph 7 of article 29 of the France- n French tax levied by withholding tax dividends.
The undersigned agrees to restore to the French trea authorities, any amount corresponding to a benefit the	sury, spontaneously or at the request of the French tax e organization has unduly received.
Location and date	Signature of an officer authorized by the trustee, the pension corporation, or the corporate trustee
Statement of the tax auth	norities of the recipient's receiving State
	provided by the applicant in this application is, to the best of with the conditions set out in subparagraph b, ii an iii of
Location and date	Signature of the person authorized by the Canadian tax

# Appendix F - File Layout - Beneficial Owner Detail File

#### SIMPLIFIED PROCEDURE -- ASCII or EXCEL FILE

BENEFICIAL OWNER DETAIL FILE DATA FORMAT COMPULSORY

N°	NARRATIVE	TYPE	NUMBER OF CHARACTERS	DECIMAL	DATA	COMMENTS		
	SECURITY							
	IDENTIFICATION					ISIN # FOR THE ORDINARY SHARES		
1	ISIN#	A/N	12	N	Υ			
2	NAME OF SECURITY	A/N	30	N	Υ			
3	DUE DATE	N	8	N	Υ	DDMMYYYY		
4	DTC NUMBER	N	4	N	Υ			
5	BENEFICIARY NAME	A/N	120	N	Υ			
6	TAX_ID	A/N	15	N	Υ	TAX ID OF THE BENEFICIARY		
7	ADR_QTY	N	12	N	Υ	QUANTITY OF ADR		
8	ORD_QTY	N	12	2	Y	QUANTITY OF ORDINARY SHARES, QUANTITY IN FIELD 7 X ADR RATIO WHICH WILL BE SUPPLIED BY ADR DEPOSITARY BANK AND FURNISHED BY DTC		
9	ID_CTRY	A/N	2	N	Υ	COUNTRY IDENTIFIER (US)		
10	ADDRESS LINE 1	A/N	65	N	Υ			
11	ADDRESS LINE 2	A/N	65	N	Υ			
12	STATUS OF BENEFICIAL OWNER	A/N	1	N	Y	A = INDIVIDUALS B = CORPORATIONS C = PENSION FUNDS K = FOUNDATIONS / CHARITIES E = RICS, REITS, & REMICS		

# Appendix F (continued) - ADR File Example (Excel)

1	2	3	4	5	6	7	8
SECURITY IDENTIFICATION ISIN #	NAME OF SECURITY	DUE DATE	DTC NUMBER	BENEFICIARY NAME	TAX_ID	ADR_QTY	ORD_QTY
FR0000120271	TOTAL	21102015	923	John Doe	122413689	2500	2500
FR0000120271	TOTAL	21102015	923	Eric Smith	142514258	2000	2000

9	10	11	12
ID_CTRY	ADDRESS LINE 1	ADDRESS LINE 2	STATUS OF BENEFICIAL OWNER
	105.4	New York, NY	
US	125 Any Street	10004	Α
		New York, NY	
US	800 Abbey Road	10589-5413	Α

STATUS OF BENEFICIAL OWNER CODES				
Α	INDIVIDUALS			
В	CORPORATIONS			
С	PENSION FUNDS			
К	FOUNDATIONS / CHARITIES			
E	RICS, REITS, & REMICS			

#### **EXHIBIT I - Rules to be applied when creating an ADR file**

- 1. Please note that the previous Appendices B.2 B.8 Physical Beneficiary List formats have been eliminated. Going forward all beneficiary details should be submitted via ASCII (plain text), or Excel files regardless of the number of beneficiaries on your lists. If your company does not allow you to transmit electronic files and you have fewer than 50 beneficiaries you may input your data in the ADR file format, print that file out and include it with the rest of your documents. If you have more than 50 beneficiaries an ASCII or Excel file is required.
- 2. Files may be either ASCII (plain text), or Excel files indistinctly. The choice is completely at the discretion of the user. However, the Excel format is likely to be easier for the user to create and manipulate.
- 3. The order of fields (columns) must be strictly respected in both ASCII and Excel files, as specified in the document describing the structure (ADR\_File\_Example).
- 4. All the fields (columns) must have data in every line. All data is mandatory and cannot be omitted.
- 5. Numeric values in both ASCII and Excel files should not contain any commas, semicolons, or blanks.
- 6. The DUE DATE field must have the form DDMMYYYY (e.g. 21102015 for October 21, 2015). It is considered to be a text value, and not an integer number. Consequently, a number or date format in the Excel file should not be applied to this column.
- 7. In ASCII (plain text) format, if the value of a field is shorter than the maximum length specified for it, the value must be padded with blanks at its right, to obtain the maximum length specified. For example, if the value of ADD1 is "800, Abbey Road" (15 characters), it should be padded with 50 blanks the end: "800, Abbey Road", in order to obtain the specified length of 65 characters. This rule does not apply to Excel files. Never use the tab key to obtain blanks!
- 8. In Excel format, only the maximum length of the fields should be respected. Thus, the value of ADR1 "800, Abbey Road" (15 characters) is valid; "1964, Tutankhamun Lane, Home of the Rising Sun, Apartment 10B, Floor 15" is not, as its length (71 characters) is greater than 65 the maximum length allowed for this field.
- 9. In Excel format, the use of the semicolon (;) is prohibited.

The rules above should be scrupulously respected, in order to assure rapid and efficient integration of the provided files.

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# EXHIBIT II - COVER LETTER REQUIRED FOR FRENCH <u>STANDARD LONG FORM RECLAIMS</u> THIS DOCUMENT MUST BE PREPARED ON THE DTC PARTICIPANT'S LETTERHEAD

#### [DATE]

JPMorgan Chase c/o GlobeTax 90 Broad Street-16 <sup>th</sup> Floor New York, NY 10004-220 Attn: FRANCE				
withholding tax on French	ADRs. We,	[NAME OF T NUMBER], hereb	DTC PARTICIPA y state that each b	of our clients who wish to avoid excess ANT], also identified as DTC beneficial owner cited below held the security TOTAL.
	certification of re	esidency document (F	orm 6166) if applie	F ADRs CITED BELOW] ADRs. A cable, are enclosed for each beneficia follows:
Name of beneficial owner  1) 2) 3) 4) etc.	Address	Type of Account	Taxpayer i.d. #	# of ADRs held
	rs' behalf. Please	contact the undersigne	ed at [SIGNATOR]	for the reduced withholding tax rate of Y'S TELEPHONE NUMBER] or via
Indemnification				
	herein and we de	eclare that we have pe	rformed all the nec	tified above are eligible for the essary due diligence to satisfy owners.
We will be fully liable for any and all withholding taxes, claims, penalties and / or interest to the French Tax Authorities ("charge-backs"), including without limitation, any foreign exchange fluctuations associated with such funds. Neither JPMorgan Chase nor the Issuer nor any of their agents or affiliates shall be liable for the failure to secure any refund. In consideration of the assistance of JPMorgan Chase and the Issuer in processing such claims, we expressly agree that neither JPMorgan Chase nor the Issuer nor any of their agents or affiliates shall have any liability for, and we shall indemnify, defend and hold each of JPMorgan Chase and the Issuer and their respective 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. We further agree that our obligations hereunder shall be free from all defenses.				
Sincerely,				
Signature of a [NAME AND TITLE OF		ory for DTC Participar D OFFICER FOR D		<b>r</b> ]
PAYMENT ADDRESS:				

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