



*Important Notice*  
**The Depository Trust Company**

<b>B #:</b>	12938-20
<b>Date:</b>	March 27, 2020
<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>	Tax Relief: Country: Denmark NOVOZYMES A/S: CUSIP: 670108109 Record Date: 02/28/2020 Payable Date: 03/17/2020 <b>REVISED FORMATTING</b>

**\*\*\*\*\*NO DTC TaxRelief Service\*\*\*\*\***

We have received the following important notice from BNY Mellon/Globe Tax Services.

Questions regarding this Important Notice may be directed to Globe Tax.

**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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Non-Confidential





NOVOZYMES A/S announced a cash dividend and BNY Mellon acts as Depository for the Depositary Receipt ("DR") program.

On DR pay date all beneficial owners received this dividend net of the full Danish statutory withholding tax of 27% with the possibility to reclaim as outlined in the below Eligibility Matrix.

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DIVIDEND EVENT DETAILS	
<b>COUNTRY OF ISSUANCE</b>	DENMARK
<b>ISSUE</b>	NOVOZYMES A/S
<b>CUSIP#</b>	670108109
<b>UNDERLYING ISIN</b>	DK0060336014
<b>DEPOSITARY</b>	MULTIPLE
<b>DR RECORD DATE</b>	02/28/2020
<b>ORD PAY DATE</b>	03/02/2020
<b>DR PAY DATE</b>	3/17/2020
<b>RATIO (DR to ORD)</b>	1 DR: 1 ORD
<b>ORD RATE</b>	DKK 5.25
<b>STATUTORY WITHHOLDING RATE</b>	27%
	DOUBLE CLICK ICON BELOW TO DOWNLOAD 
<p>Please submit all documentation to <a href="mailto:DANISHDOCS@GLOBETAX.COM">DANISHDOCS@GLOBETAX.COM</a> with the CLAIM ID as part of the subject line.</p>	

## FEES & DEADLINES\*

FILING METHOD	BATCH	PAYMENT METHOD	TAX RELIEF FEE	MINIMUM FEE PER BENEFICIAL OWNER	FINAL SUBMISSION DEADLINE (ESP)
<b>LONG FORM</b>	POST-PAYABLE PROCESS; ONGOING	CHECK OR ACH	UP TO \$0.0075 PER DR	\$25.00	01/02/2023 8:00 P.M. EST

**\*The Fees are that of BNY Mellon as First Filer. Deadlines are set by GlobeTax Services.**

**Indemnification:**

We certify that to the best of our knowledge that each of the beneficial owners identified above are eligible for the preferential rates as stated herein 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.

We will be fully liable for any and all withholding taxes, claims, penalties and / or interest, including without limitation, any foreign exchange fluctuations associated with such funds. Neither BNY Mellon, Citibank N.A., Deutsche Bank Trust Company Americas, JPMorgan Chase Bank 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 BNY Mellon, Citibank N.A., Deutsche Bank Trust Company Americas, JPMorgan Chase Bank and the Issuer in processing such claims, we expressly agree that neither BNY Mellon, Citibank N.A., Deutsche Bank Trust Company Americas, JPMorgan Chase Bank nor the Issuer nor any of their agents or affiliates shall have any liability for, and we shall indemnify, defend and hold each of BNY Mellon, Citibank N.A., Deutsche Bank Trust Company Americas, JPMorgan Chase Bank 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.

## ELIGIBILITY MATRIX – LONG FORM

RATE DESCRIPTION	RECLAIM RATE	ELIGIBLE RESIDENTS	DOCUMENTATION REQUIRED	SIGNATURE REQUIRED
<b>FAVORABLE- 25%</b>	<b>2%</b>	INDIA, MOROCCO	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>
<b>FAVORABLE- 20%</b>	<b>7%</b>	EGYPT, TRINIDAD & TOBAGO, TURKEY	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>
<b>FAVORABLE- 15%</b>	<b>12%</b>	U.S. INDIVIDUALS  U.S. CORPORATIONS  U.S. OTHER ENTITIES (IE: S-CORP, PARTNERSHIP, TRUST, ESTATE, ETC.)	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. IRS FORM 6166</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. NO</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>

<p><b>FAVORABLE- 15%</b></p>	<p><b>12%</b></p>	<p>ARGENTINA, AUSTRALIA, AUSTRIA, ARMENIA, AZERBAIJAN, BANGLADESH, BELARUS, BELGIUM, BRAZIL, BULGARIA, CANADA, CHILE, CYPRUS, CZECH REPUBLIC, ESTONIA, FAROE ISLANDS, FINLAND, FRANCE, GERMANY, GHANA, GREECE, GREENLAND, HUNGARY, ICELAND, INDONESIA, IRELAND, ITALY, JAMAICA, JAPAN, JERSEY, KENYA, KOREA, REPUBLIC OF (SOUTH), KUWAIT, LATVIA, LIECHTENSTEIN, LITHUANIA, LUXEMBOURG, NORTH MACEDONIA, MALTA, MEXICO, MONTENEGRO, NETHERLANDS, NEW ZEALAND, NORWAY, PAKISTAN, PHILIPPINES, POLAND, ROMANIA, SERBIA, SERBIA-MONTENEGRO, SLOVAK REPUBLIC, SLOVENIA, SOUTH AFRICA, SPAIN, SRI LANKA, SWEDEN, SWITZERLAND, TANZANIA, TUNISIA, UGANDA, UKRAINE, UNITED KINGDOM, VENEZUELA, VIETNAM, ZAMBIA</p>	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>
<p><b>FAVORABLE- 10%</b></p>	<p><b>17%</b></p>	<p>CHINA, CROATIA, GEORGIA, ISRAEL, PORTUGAL, RUSSIA, SINGAPORE, TAIWAN, THAILAND</p>	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>
<p><b>FAVORABLE – 5%</b></p>	<p><b>22%</b></p>	<p>PENSIONS RESIDENT IN THE FOLLOWING COUNTRIES:  CROATIA, GHANA, KUWAIT, POLAND, SINGAPORE, SLOVENIA</p>	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>

<b>EXEMPT- 0%</b>	<b>27%</b>	<p>GOVERNMENT AGENCIES IN THE FOLLOWING COUNTRIES:</p> <p>ARMENIA, CYPRUS, GEORGIA, ISRAEL, KUWAIT, UNITED STATES</p>	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE or IRS FORM 6166</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>
		<p>PENSIONS RESIDENT IN THE FOLLOWING COUNTRIES:</p> <p>CANADA, CYPRUS, CZECH REPUBLIC, HUNGARY, ISRAEL, JAPAN, NORTH MACEDONIA, SWITZERLAND</p> <p>U.S. PENSIONS SECTIONS 401(a), 501(a)</p>	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE or IRS FORM 6166</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>
		<p>MALAYSIA</p>	<ol style="list-style-type: none"> <li>1. COVER LETTER</li> <li>2. CERTIFICATE OF PAYMENT</li> <li>3. CERTIFICATE OF RESIDENCE or IRS FORM 6166</li> <li>4. POWER OF ATTORNEY (2)</li> <li>5. STATEMENT OF ACCOUNT</li> <li>6. CUSTODY ACCOUNT STATEMENT</li> <li>7. PURCHASE VOUCHER</li> <li>8. SHARE BORROWING</li> </ol>	<ol style="list-style-type: none"> <li>1. YES</li> <li>2. YES</li> <li>3. YES</li> <li>4. YES</li> <li>5. NO</li> <li>6. NO</li> <li>7. NO</li> <li>8. NO</li> </ol>

\*NOTE: All documents listed in **BLUE font** are generated by GlobeTax's ESP website after submission of beneficial owner data

## DESCRIPTION OF VARIOUS DOCUMENTATION

DOCUMENT NAME	DESCRIPTION	DOCUMENT NAME	DESCRIPTION
<b>COVER LETTER (EXHIBIT A)</b>	LISTING OF BENEFICIAL OWNER NAMES, ADDRESSES, TIN, NUMBER OF SHARES AND PERCENT RECLAIM	<b>STATEMENT OF ACCOUNT</b>	DOCUMENTATION THAT SHOWS THAT THE DIVIDEND HAS BEEN DEPOSITED INTO THE ACCOUNT. EXAMPLES INCLUDE A COPY OF THE SHAREHOLDER'S STATEMENT OF ACCOUNT, ALONG WITH A SWIFT CONFIRMATION OR SCREEN PRINT FROM THE BANK SYSTEM. IF THE DIVIDEND HAS BEEN TRANSFERRED VIA SEVERAL BANKS, YOU NEED TO SUBMIT DOCUMENTATION FOR ALL PARTS OF THE TRANSFER.
<b>CERTIFICATE OF RESIDENCE / IRS FORM 6166</b>	ISSUED BY THE LOCAL TAX AUTHORITY, STATING THE NAME AND TAX PAYER IDENTIFICATION NUMBER OF THE BENEFICIAL OWNER. IT MUST BE FOR <b>CURRENT TAX YEAR</b> OF DIVIDEND EVENT	<b>CUSTODY ACCOUNT STATEMENT</b>	STATEMENT OF THE SHAREHOLDER'S SHAREHOLDING AT THE TIME WHEN THE DIVIDEND DISTRIBUTION WAS APPROVED SO THAT THE NUMBER OF SHARES AT THAT TIME CORRESPONDS TO THE NUMBER OF SHARES FOR WHICH REFUND OF DANISH DIVIDEND TAX IS CLAIMED.
<b>CERTIFICATE OF PAYMENT (EXHIBIT B)</b>	REQUIRED FOR ALL LONG FORM CLAIMS. MUST BE SUBMITTED ON DTC PARTICIPANT LETTERHEAD.	<b>PURCHASE VOUCHER</b>	DOCUMENTATION IS REQUIRED IF THE SHAREHOLDER HAS BOUGHT OR SOLD SHARES WITHIN A PERIOD OF SIX MONTHS BEFORE AND AFTER THE TIME WHEN THE DIVIDEND DISTRIBUTION WAS APPROVED. SUCH DOCUMENTATION COULD BE PROOF OF TRADE OR RECEIPT. IF YOU MAKE A CLAIM WITHIN SIX MONTHS AFTER THE TIME THE DIVIDEND DISTRIBUTION WAS APPROVED, YOU MUST ATTACH DOCUMENTATION FOR PURCHASES AND SALES UP UNTIL THE TIME THE CLAIM WAS MADE.
<b>POWER OF ATTORNEY (EXHIBIT C &amp; D)</b>	TWO POWER OF ATTORNEYS ARE REQUESTED IN ALL CASES WHERE A DTC PARTICIPANT IS SIGNING ON BEHALF OF THE BENEFICIAL OWNER-- ONE FROM THE BENEFICIAL OWNER TO THE DTC PARTICIPANT AND ONE FROM THE DTC PARTICIPANT TO BNY MELLON / GLOBETAX	<b>SHARE BORROWING</b>	THE CLAIM MUST STATE WHETHER THE SHARES WERE BORROWED FROM OR LENT TO OTHERS AT THE TIME WHEN THE DIVIDEND DISTRIBUTION WAS APPROVED.

**\*NOTE: ALL DOCUMENTS LISTED IN BLUE FONT ARE GENERATED BY GLOBETAX'S ESP WEBSITE AFTER SUBMISSION OF BENEFICIAL OWNER DATA**

## CONTACT DETAILS

PRIMARY CONTACT	JED PUK-SILVERSTEIN
DOMESTIC PHONE (U.S.)	1-800-915-3536
DOMESTIC FAX (U.S.)	1-800-985-3536
PHONE NUMBER	1-212-747-9100
FAX NUMBER	1-212-747-0029
EMAIL ADDRESS	JED_PUKSILVERSTEIN@GLOBETAX.COM
GROUP EMAIL	<a href="mailto:DENMARKESP@GLOBETAX.COM">DENMARKESP@GLOBETAX.COM</a>
COMPANY	GLOBETAX SERVICES INC.
STREET ADDRESS	ONE NEW YORK PLAZA, 34 <sup>TH</sup> FLOOR
CITY/STATE/ZIP	NEW YORK, NY 10004
ADDITIONAL CONTACTS	WONJAE LEE

The logo for ESP (Electronic Submission Process) features the letters 'ESP' in a large, white, sans-serif font. The letters are set against a background of overlapping geometric shapes in shades of green and blue.

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 beneficial owner level data from the Participant to BNY Mellon and creates applicable documentation on the Participants 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 web site. (Requires a one-time registration) <https://ESP.GlobeTax.com>

Please contact [support@globetax.com](mailto:support@globetax.com) at 212-747-9100 if you have any questions about this process.



## FREQUENTLY ASKED QUESTIONS (FAQS)

### LONG FORM QUESTIONS

<b>IS THE PROCESS FOR TAX RELIEF OFFERED BNY MELLON AN OPTIONAL PROCESS?</b>	<b>YES, THIS IS A DISCRETIONARY, OPTIONAL SERVICE.</b>
<b>IS THE LONG FORM PROCESS FREE OF CHARGE?</b>	<b>NO. THIS TAX RECLAIM ASSISTANCE SERVICE IS WHOLLY VOLUNTARY AND DISCRETIONARY AND OUTSIDE THE TERMS AND CONDITIONS OF ANY APPLICABLE DEPOSIT AGREEMENT. FEES WILL BE CHARGED FOR THIS ASSISTANCE SERVICE OF UP TO \$0.008 PER DR FOR LONG FORM WITH A MINIMUM OF \$25.00, AND ANY OTHER CHARGES, FEES OR EXPENSES PAYABLE BY OR DUE TO BNY MELLON OR ITS AGENTS, INCLUDING THE CUSTODIAN OR TO TAX AUTHORITIES OR REGULATORS. FEES PAID TO BNY MELLON MAY BE SHARED WITH ITS AGENTS.</b>
<b>DOES THE LONG FORM PROCESS HAVE A MINIMUM POSITION REQUIREMENT PER BENEFICIAL OWNER?</b>	<b>NO, ALL CLAIMS WILL BE PROCESSED THOUGH THERE IS A MINIMUM FEE OF \$25 PER BENEFICIAL OWNER.</b>
<b>WILL I BE PAID THROUGH DTC FOR CLAIMS SUBMITTED THROUGH THE LONG FORM PROCESS?</b>	<b>NO, YOU WILL BE PAID BY CHECK OR ACH.</b>






***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 their 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 their 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 their 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.

# FORMS AND ATTACHMENTS

*\*Double click on respective icon to view attachment.*

<b>APPENDIX A – COVER LETTER</b> <i>**For Non-ESP users ONLY</i>	<b>APPENDIX A – EXCEL BREAKDOWN</b> <i>**For Non-ESP users ONLY</i>	<b>EXHIBIT B – CERTIFICATE OF PAYMENT</b>	<b>EXHIBIT C – LIMITED POWER OF ATTORNEY</b>	<b>EXHIBIT D – LETTER OF AUTHORIZATION</b>
 EXHIBIT A.docx	 Microsoft Excel Worksheet	 EXHIBIT B.docx	 EXHIBIT C.docx	 Exhibit D.docx