



| Month | Total issued capital | Total number of votes |
|-------|----------------------|-----------------------|
|       |                      |                       |
|       |                      |                       |

**notes to this notification**

**NOTIFICATION FORM FOR THE ISSUED CAPITAL OF ISSUING INSTITUTIONS UNDER THE FINANCIAL SUPERVISION ACT (WFT), Part 2**

**(Intended only for use by the Netherlands Authority for the Financial Markets to verify notifications; this data will not be made public)**

**Contact**

1. Name:
2. Address:
3. Postal code:
4. Town:
5. Country:
6. Telephone number:
7. Fax number:
8. E-mail:

I hereby confirm that this form has been filled out truthfully:

\_\_\_\_\_  
Name of contact

\_\_\_\_\_  
Date

\_\_\_\_\_  
Place

\_\_\_\_\_  
Signature

## NOTES TO THE NOTIFICATION FORM FOR THE ISSUED CAPITAL OF ISSUING INSTITUTIONS UNDER THE FINANCIAL SUPERVISION ACT (Wft)

### General

A simple electronic method exists for issuing institutions to meet their notification obligations under the Wft. The AFM has developed software to enable such notifications. These electronic facilities are available in our new extranet environment: Locket AFM  
<https://www.loket.afm.nl>

If you are already an AFM Portal user, for example for submitting price-sensitive information, you have already received a master account from the AFM. You can also use that account for notifications pursuant to the Wft.

If you are not already an AFM Portal user, you can apply to the AFM for an access code for Wft notifications, by sending an e-mail to [loket@afm.nl](mailto:loket@afm.nl), stating the name of your institution according to its Articles of Association and the town and country in which it has its registered office. The access code will be sent to you at the same address from which the e-mail was sent.

### *Changes of 1% or more*

The Issuing institution must notify each change in its capital to the AFM immediately if the capital has changed by 1% or more as compared to the previous notification.

A periodic total notification per calendar quarter is sufficient if the changes in that quarter amount together to less than 1% of the capital. In a periodic total notification it is only necessary to notify the total change and not each individual change. The (other) changes that have already been notified in the meantime are exempt from this periodic total notification.

For the sake of completeness, it should also be noted that the Issuing institution must notify the total change as soon as the changes made during a calendar quarter together exceed the 1% threshold, even though each individual change is smaller than 1% of the capital. In other words, the notification must be made at that moment and not only after the end of the calendar quarter.

A periodic (quarterly) notification by a Issuing institution must include the total change as of the end of the month of the month(s) in the calendar quarter concerned. If a Issuing institution has made changes to its denominator in the first and third month of a calendar quarter for example, then that Issuing institution must make a periodic notification within eight days of the end of that calendar quarter. In this notification the company will have to notify not only the denominator information at the end of that calendar quarter, but also the denominator information as of the end of the first month of that calendar quarter (in which changes also took place).

### *Other changes*

Other changes – stock dividend distributions and the exercising of option or conversion rights, for example – must also be notified on a periodic basis. Once again, if the changes during a calendar quarter together exceed 1% of the capital, although each individual change is less than 1%, the Issuing institution must notify the total change at that moment. In this case, therefore, the Issuing institution can not wait until after the end of the calendar quarter to make the notification.

## Notes to Part 1

### Question 4

This refers to the total issued capital, including the change.

### Question 5

This refers to the total number of votes, including the change.

### Question 6

The date refers to the moment at which the notification obligation arose.

## Capital composition

Please fill out the entire schedule. Any items that do not apply to your situation should be filled out as 'NA'. Although you are not required to state the ISIN code, that information will make it easier for the AFM to process your notification.

**Notes to voting rights and depositary receipts**

Use this text block to state such information as the conditions for exercising the voting rights. The notes to depositary receipts can be used to state the principal clauses from the administration conditions. This information will be visible in the register on the AFM website.

**Quarterly notification**

A periodic (quarterly) notification by a Issuing institution must include the total change as of the end of the month of the month(s) in the calendar quarter concerned. If a Issuing institution has made changes to its denominator in the first and third month of a calendar quarter for example, then that Issuing institution must make a periodic notification within eight days of the end of that calendar quarter. In this notification the company will have to notify not only the denominator information at the end of that calendar quarter, but also the denominator information as of the end of the first month of that calendar quarter (in which changes also took place).

**Notes to this notification**

Use this space for general comments that might be important for the processing of the notification by the AFM. These comments will not be included in the register.

**Notes to Part 2**

This information is intended only to allow the AFM to verify the notification. This information will not be made public in the register. The contact refers to the person who provided the information set out in the notification and whom the AFM can contact. Part 2 should be completed in full and signed by the individual with the appropriate authority.

If you wish to use this notification form, we kindly ask that you fill it in and sign it, and send it by both email ([melden@afm.nl](mailto:melden@afm.nl)) and fax to:

Netherlands Authority for the Financial Markets (AFM)

Disclosure & Registration Department

PO Box 11723

1001 GS Amsterdam

fax number: **+31 (0)20 - 797 3822**

telephone number: **+ 31 (0)20 - 797 3717**

For further information, please refer to the AFM's website ([www.afm.nl](http://www.afm.nl)). If you have any questions after having read the Information brochures, please contact the AFM's Disclosure & Registration Department.