

# **NOTIFICATION ABOUT COURT-ORDERED 6% REFUND AMOUNTS**

# I. EXPLANATION

This is an official Notice from the Claims Administrator of the Deepwater Horizon Economic and Property Damages Settlement Program ("Settlement Program"). The Court that supervises the Settlement Program has entered two Orders directing the Claims Administrator to issue refunds of the 6% amounts ("6% Refunds") previously withheld from payment and deposited into the MDL No. 2179 Account and Reserve for Common Benefit Litigation Expenses based on settlement payments to claimants by MDL defendants or by the former Gulf Coast Claims Facility. This Notice explains how the Claims Administrator will process these 6% Refunds and the documents we require to transmit the 6% Refunds to claimants.

The Court originally ordered these 6% MDL withholdings from Gulf Coast Claims Facility payments on December 28, 2011, and clarified in a January 18, 2012, Order that "the Court intends that . . . the hold-back shall be deducted from the attorney's contingent fee, rather than the client's portion of the recovery." Because the 6% MDL withholdings were to be deducted from any applicable attorneys' fees, absent unusual circumstances, the Claims Administrator will process and distribute the 6% Refunds to counsel of record at the time the funds were withheld from any settlement payment.

The Claims Administrator will *not* require any claimant to submit a Claim Form or sign a Release to receive a 6% Refund. However, the Court's Orders explicitly require that any 6% Refunds are subject to the Claim Administrator's normal and customary processing and distribution procedures.

To issue a 6% Refund, the Claims Administrator requires the following payment documentation:

| Represented Claimants                         | Unrepresented or <i>Pro Se</i> Claimants   |
|---|--|
| 1. Completed W-9 Form signed by the Claimant; |  |
| 2. Completed W-9 Form from the law firm;      | Completed W.O. Form signed by the Claimant |
| 3. Payment Election Form; and                 | Completed W-9 Form signed by the Claimant  |
| 4. Attorney Fee Acknowledgment Form.          |  |

The relevant forms are attached to this Notice for your convenience. If you have not already provided the Claims Administrator with these payment documents, then do so immediately to facilitate the processing of your 6% Refund. We cannot send you any 6% Refunds until you send us these payment documents.

# II. How to Contact us with Questions or For Help

If you have any questions about this Notice or the status of your claim(s) or need help, contact the Claimant Communications Center at 1-800-353-1262 or send an email to **Questions@dhecc.com.** If you are a law firm, you should call or email your designated DWH Contact for help or assistance.

# **III.** How to Respond to this Notice

Submit your **Payment Form(s)** online by uploading them to your DWH Portal. If you do not use the DWH Portal, you may submit your request in any of the following ways, but be sure to write your Claimant ID on the top page of all documents you submit.

| By Mail  | Deepwater Horizon Economic Claims Center PO Box 10272 Dublin, OH 43017-5772 |
|--|---|
| By Overnight, Certified or Registered Mail  Deepwater Horizon Economic Claims Center Claims Administrator 5151 Blazer Parkway Suite A Dublin, OH 43017 |   |
| By Facsimile   | (888) 524-1583  |
| By Email   | ClaimForms@deepwaterhorizoneconomicsettlement.com                           |

Department of the Treasury Internal Revenue Service

# **Request for Taxpayer Identification Number and Certification**

Give Form to the requester. Do not send to the IRS.

|                    | 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.   |   |                     |           |        |        |   |        |       |        |       |    |  |
|--------------------|---|---|---------------------|-----------|--------|--------|---|--------|-------|--------|-------|----|--|
|                    | 2 Business name/disregarded entity name, if different from above  3 Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: |   |                     |           |        |        |   |        |       |        |       |    |  |
| Б                  |   |   |                     |           |        |        | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): |        |       |        |       |    |  |
| ב<br>בים           | -   | Limited liability company. Enter the tax classification (C=C corporation, S=S corpo   | oration. P=partners | ship) 🕨   |        | E      | xempt   | paye   | ee co | ode (i | f any | ′) |  |
| rrint o<br>c Instr | Individual/sole Proprietor or C Corporation S Corporation Partnership Trust/estate    S Corporation Partnership Trust/estate instructions on page 3):                         |   |                     |           |        |        | ng<br>  |        |       |        |       |    |  |
| pecifi             | Other (see instructions) • (Applies to accounts maintained outside the U.S.)  |   |                     |           |        |        | ne  |        |       |        |       |    |  |
|                    | g read sec (number, exect, and april of care no.)   |   |                     |           |        |        |   |        |       |        |       |    |  |
|                    | 6   | 6 City, state, and ZIP code   |                     |           |        |        |   |        |       |        |       |    |  |
|                    | 7   | List account number(s) here (optional)  |                     |           |        |        |   |        |       |        |       |    |  |
|                    | Pa  | art I Taxpayer Identification Number (TIN)  |                     |           |        |        |   |        |       |        |       |    |  |
|                    |   | our TIN in the appropriate box. The TIN provided must match the name given on line  |                     | Social se | curity | num    | ber   |        |       |        |       |    |  |
|                    |   | o withholding. For individuals, this is generally your social security number (SSN). How<br>nt alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. Fo |                     |           | 1      | 1      |   | $\neg$ | ſ     | I      |       |    |  |
|                    |   | ur employer identification number (EIN). If you do not have a number, see <i>How to get</i>   |                     |           |        | ] -    |   | $\Box$ | - (   |        |       |    |  |
| lote               | ı If  | f the account is in more than one name, see the instructions for line 1 and the chart or  | n nage 4 for        | or        |        |        |   |        |       |        |       |    |  |
|                    |   | nes on whose number to enter.   | ii page + ioi       | Employer  | ident  | ificat | ion nui   | nber   |       |        |       |    |  |
|                    |   |   |                     |           | ] -    |        |   |        |       |        |       |    |  |
|                    |   | Cortification   |                     |           |        |        |   |        |       |        |       |    |  |

# Certification

Under penalties of perjury, I certify that:

- 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- 3. I am a U.S. citizen or other U.S. person (defined below); and
- 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and

dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3. Sign Signature of U.S. person ▶

# **General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted. Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

### Purpose of Form

Here

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property) Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
  - 2. Certify that you are not subject to backup withholding, or
- 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting? on page 2 for further information.

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**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

- 1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- 2. The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- 4. The type and amount of income that qualifies for the exemption from tax.
- 5. Sufficient facts to justify the exemption from tax under the terms of the treaty

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

### **Backup Withholding**

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

#### Payments you receive will be subject to backup withholding if:

- 1. You do not furnish your TIN to the requester,
- 2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

- 3. The IRS tells the requester that you furnished an incorrect TIN,
- 4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
- 5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See Exempt payee code on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see Special rules for partnerships above.

### What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See Exemption from FATCA reporting code on page 3 and the Instructions for the Requester of Form W-9 for more information.

#### **Updating Your Information**

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

#### **Penalties**

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

#### **Specific Instructions**

#### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

- b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.
- c. Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.
- d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.
- e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

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#### Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

#### I ine 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3. Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

#### Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

#### Exempt pavee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
  - 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
  - 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
  - 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947. The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

| IF the payment is for  | THEN the payment is exempt for  |
|--|---|
| Interest and dividend payments   | All exempt payees except for 7  |
| Broker transactions  | Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012. |
| Barter exchange transactions and patronage dividends                                   | Exempt payees 1 through 4   |
| Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup> | Generally, exempt payees 1 through 5 <sup>2</sup>   |
| Payments made in settlement of payment card or third party network transactions        | Exempt payees 1 through 4   |

<sup>&</sup>lt;sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c) (1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G-A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K-A broker

L—A trust exempt from tax under section 664 or described in section 4947(a) (1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan **Note.** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

#### Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

#### Line 6

Enter your city, state, and ZIP code.

# Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN. **Note.** See the chart on page 4 for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note.** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

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#### Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 helow

- 1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.
- 2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.
- **3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.
- **4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).
- 5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

# What Name and Number To Give the Requester

|                                | For this type of account:  | Give name and SSN of:   |
|--------------------------------|--|---|
| 2.                             | Individual<br>Two or more individuals (joint<br>account)   | The individual The actual owner of the account or, if combined funds, the first individual on the account 1 |
| 3.                             | Custodian account of a minor   | The minor <sup>2</sup>  |
| 4.                             | (Uniform Gift to Minors Act) a. The usual revocable savings trust  | The grantor-trustee <sup>1</sup>  |
|                                | (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law  | The actual owner <sup>1</sup>   |
| 5.                             | Sole proprietorship or disregarded   | The owner <sup>3</sup>  |
| 6.                             | entity owned by an individual<br>Grantor trust filing under Optional<br>Form 1099 Filing Method 1 (see   | The grantor*  |
|                                | Regulations section 1.671-4(b)(2)(i) (A))  |   |
|                                | For this type of account:  | Give name and EIN of:   |
|                                | Disregarded entity not owned by an individual A valid trust, estate, or pension trust  | The owner  Legal entity <sup>4</sup>  |
| 9.<br>10.<br>11.<br>12.<br>13. | Corporation or LLC electing corporate status on Form 8832 or Form 2553 Association, club, religious, charitable, educational, or other tax-exempt organization Partnership or multi-member LLC A broker or registered nominee Account with the Department of Agriculture in the name of a public | The corporation  The organization  The partnership The broker or nominee The public entity                  |

\*Note. Grantor also must provide a Form W-9 to trustee of trust.

**Note.** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

### **Secure Your Tax Records from Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-

### Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to <code>phishing@irs.gov</code>. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: <code>spam@uce.gov</code> or contact them at <code>www.ftc.gov/idtheft</code> or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

#### **Privacy Act Notice**

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

<sup>&</sup>lt;sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>&</sup>lt;sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

<sup>&</sup>lt;sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>&</sup>lt;sup>2</sup> Circle the minor's name and furnish the minor's SSN.



# **Payment Election Form**

### A. Instructions

Unless otherwise requested by the claimant in the Payment section of the Claim Form, we will make all Settlement Payments ("Payments") by check, made payable jointly to the claimant and the claimant's attorney. If your firm will be receiving all Payments by check, made payable jointly to the claimant and your firm, you do not need to complete Section B or C of this form, but you must complete Section D.

Where claimants have requested that we make Payments payable only to their attorney, counsel may elect to receive such Payments either by hard copy checks or wire transfers ("Wires"). This Election will control the manner of payment unless counsel provides us with different instructions at any time. We will not issue Payments until both the law firm and the applicable claimant have completed, signed, and returned a W-9 Form. To obtain a copy of that form, go to www.deepwaterhorizonsettlements.com or by calling 1-800-353-1262.

# **B.** Election to Receive Payments by Check

Complete this section if you want to receive all Payments from us in the form of checks payable only to your law firm. We will issue and send checks to the claimant's counsel of record. Provide the following information on how you wish the name and address of your law firm to appear on the check. This Election is only applicable to Payments for claimants who have indicated on their Claim Form that we should issue Payments payable only to the claimants' attorney.

| nave maleated on their v                             |   | of the that we should issue | i ayıncınıs pay | abic offity to | tric claiman | its attorney. |
|--|---|-----------------------------|-----------------|----------------|--------------|---------------|
|  | Law Firm  | Name                        |                 |                |              |               |
| Law Firm Name and<br>Address to Appear<br>on Checks: | Street  |                             |                 |                |              |               |
| on checks.   | City  |                             |                 | State          | Zip          | Country       |
|  |   | C. Election to Recei        | ve Payments     | by Wire T      | ransfer      |               |
| applicable to Payments                               | Complete this section if you want to receive Payments to your law firm from us in the form of Wires. This Election is only applicable to Payments for claimants who have indicated on their Claim Form that we should issue Payments payable only to the claimants' attorney. |                             |                 |                |              |               |
|  |   | Bank Name                   |                 |                |              |               |
| Bank Name to Which<br>Wires Are to be Sent:          |   | Street                      |                 |                |              |               |
|  |   | City                        |                 | State          | Zip          | Country       |
| Bank Telephone Num                                   | ber:  |                             | <u> </u>        |                |              |               |
| Bank ABA Wire Trans<br>Number:                       | sfer  |                             |                 |                |              |               |
| Account Name:  |   |                             |                 |                |              |               |
| Account Number:                                      |   |                             |                 |                |              |               |

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# D. Certification by Counsel

By my signature below, I represent and warrant, on behalf of the law firm identified below, that:

- (1) We will comply with all laws and ethical rules and obligations under applicable law as to any payment received in the DWH Settlement Program, including without limitation those regarding the handling and disposition of client funds;
- (2) The account or fund into which the proceeds of a check will be placed or payments will be received by wire is an appropriate escrow, trust or other such account required by applicable law and ethical rules for the receipt of client funds and/or a payment on the settlement of a claim;
- (3) For any claim involving a deceased, Minor, or Incompetent claimant, we will comply with any provisions of the law applicable to the claim regarding the compromise and distribution of the proceeds of the settlement of a claim of a deceased, Minor, or Incompetent person;
- (4) We shall indemnify and hold harmless the DWH Settlement Program, and the agents and representatives of the foregoing, from any and all claims, demands, or expenses of any kind arising from any breach of the representations and warranties set forth in this Certification; and,
- (5) We will comply with the U.S. District Court for the Eastern District of Louisiana's June 15, 2012 Order limiting contingent fee arrangements to 25% plus reasonable costs by expressly and irrevocably waiving any claim to attorneys' fees in an amount greater than 25%, plus reasonable costs, of the gross amount awarded to our clients through the Deepwater Horizon Settlement Program.

| Signature:   |   |               |   |            | Date: | /<br>(Month/D | /<br>Pay/Year) |  |
|--|---|---------------|---|------------|-------|---------------|----------------|--|
| Name:  | Last Na   | ame           |   | First Name |       |               | Middle Initial |  |
| Law Firm Name  | ):  |               |   |            |       |               |                |  |
|  |   | E. How to Con | tact us with Q                                    | uestions   |       |               |                |  |
| 1-800-353-1262   | If you have any questions about this Notice or the status of your claim(s), contact the Claimant Communications Center at 1-800-353-1262 or send an email to <b>Questions@dhecc.com</b> . If you are a law firm, you should call or email your designated DWH Contact for help or assistance. |               |   |            |       |               |                |  |
|  | F. How to Submit This Form  |               |   |            |       |               |                |  |
| Submit this Payment Election Form online by uploading it to your DWH Portal. If you are unable to access the DWH Porta you may submit the form in any of the following ways: |   |               |   |            |       |               | WH Portal,     |  |
| By Mail:  Deepwater Horizon Economic Claims Center PO Box 10272 Dublin, OH 43017-5772  |   |               |   |            |       |               |                |  |
| By Overnight, Certified or Registered Mail:  Deepwater Horizon Economic Claims Center c/o Claims Administrator 5151 Blazer Parkway Suite A Dublin, OH 43017                  |   |               |   |            |       |               |                |  |
| By Facsimile:  |   |               | (888) 524-158                                     | 33         |       |               |                |  |
| By Email:  |   |               | ClaimForms@deepwaterhorizoneconomicsettlement.com |            |       |               | om             |  |

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# **Attorney Fee Acknowledgment**

Pursuant to Paragraph 8 of Exhibit 27 to the Settlement Agreement, both the claimant and the claimant's attorney must sign this Attorney Fee Acknowledgment before receiving any Settlement Payment.

| A. Claimant Information        |   |                     |                |  |  |
|--------------------------------|---|---------------------|----------------|--|--|
| Name                           | Last Name or Full Name of Business                              | First Name          | Middle Initial |  |  |
| Deepwater Horizon Se<br>Number | ttlement Program Claimant                                       |                     |                |  |  |
| Deepwater Horizon Se           | ettlement Program Claim Number                                  |                     |                |  |  |
| Law Firm Name  Attorney        |   |                     |                |  |  |
|                                | Attorney Last Name  | Attorney First Name |                |  |  |
| R.                             | B. Acknowledgment of Satisfaction of Attorney Fees and Expenses |                     |                |  |  |

The claimant and claimant's designated counsel hereby acknowledge and agree that the Settlement Payment(s) to be paid to the claimant pursuant to the Deepwater Horizon Economic and Property Damages Settlement Agreement, as administered by the Claims Administrator, include(s) monies that fully and finally satisfy any and all fees and costs in respect to representation of the claimant by any counsel, whether current or former, (including but not limited to any fees and costs asserted by lien or privilege) in connection with the claim(s) and rights of such counsel to them that are being released by the signed Full and Final Release, Settlement, and Covenant Not to Sue. This Attorney Fee Acknowledgment does not limit or waive: (1) the recovery of any potential Common Benefit Fee and Costs Award to the Economic Class Counsel and/or other common benefit attorneys who may submit time and costs in compliance with Pretrial Order 9 or Section 5.16 or Exhibit 27 of the Settlement Agreement; or (2) the claimant or attorney's right to dispute or object to an allocation of attorneys' fees and costs as among attorneys or between claimant and attorney.

# C. Signature

By my signature below, I certify and declare pursuant to 28 U.S.C. Section 1746 that the information provided in this Attorney Fee Acknowledgment is true and accurate to the best of my knowledge.

| Claimant's Signature  |           | Date       | //<br>(Month/Day/Year) |  |
|-----------------------|-----------|------------|------------------------|--|
| Printed Name          | Last Name | First Name | Middle Initial         |  |
| Title (if a Business) |           |            |                        |  |
| Attorney Signature    |           | Date       | /(Month/Day/Year)      |  |
| Printed Name          | Last Name | First Name | Middle Initial         |  |
|                       |           |            |                        |  |

# D. How to Submit this Form

Submit the original, hard copy signed **Attorney Fee Acknowledgment** in one of these ways:

| By Mail                                    | Deepwater Horizon Economic Claims Center<br>PO Box 10272<br>Dublin, OH 43017-5772                                       |
|--|---|
| By Overnight, Certified or Registered Mail | Deepwater Horizon Economic Claims Center<br>c/o Claims Administrator<br>5151 Blazer Parkway Suite A<br>Dublin, OH 43017 |