

**ANEXA 1 – DOCUMENTE SUPT
PENTRU PLATA DIVIDENDELOR**

**ANNEX 1: SUPPORT DOCUMENTS FOR
DIVIDENDS PAYMENT**

ANEXA 1, PUNCTUL A

ANNEX 1, ITEM A

(A) Documente suport pentru plata dividendelor prin virament bancar in contul comunicat Depozitarului Central

(A) Support documents for dividends payment by bank transfer in the account communicated to Depozitarul Central

1.1 Actionarii persoane fizice, personal sau prin reprezentant legal sau conventional, vor prezenta Depozitarului Central formularul de colectare cod IBAN, in care se vor preciza banca si contul (cod IBAN) deschis pe numele actionarului (modelul este atasat prezentului comunicat ca Anexa 2, Punctul A, fiind disponibil si pe site-ul Depozitarului Central - <https://www.roclear.ro/> si al Electrica - www.electrica.ro), insotit de:

1.1 Shareholders, who are individuals, in person or by legal or conventional representative, will submit to the Depozitarul Central the IBAN collection form, which specifies the bank and the account (IBAN code) opened in the name of shareholder (form is attached to this announcement as Annex 2, Item A, being also available on the website of the Depozitarul Central - <https://www.roclear.ro/> and on Electrica's website www.electrica.ro), accompanied by:

- (a) copia actului de identitate valabil in care sa fie lizibil codul numeric personal, certificata de titular „conform cu originalul”;
- (b) extras de cont sau un document eliberat de banca (semnat si stampilat) prin care se confirma existenta contului pe numele actionarului, cu precizarea codului IBAN, in original;
- (c) copia documentelor care atesta calitatea semnatarului cererii de reprezentant legal sau conventional, daca este cazul; certificata de titular „conform cu originalul”;
- (d) copia dovezii platii tarif colectare cod IBAN (in cazul in care documentele sunt transmise catre Depozitarul Central inainte de Data Platii). Tariful de inregistrare a codului IBAN utilizat pentru efectuarea platilor prin virament bancar pentru actionari persoane fizice este de 5 Lei si se percepe pe solicitare.

- (a) copy of a valid ID, with legible personal identification code, and the holder must certify "according to the original";
- (b) bank statement or a document issued by the bank (signed and stamped), confirming the existence of the account on behalf of the shareholder, mentioning the IBAN code, in original;
- (c) copy of documents proving the capacity of the application signatory, as legal or conventional representative, if necessary; the holder must certify "according to the original";
- (d) copy of payment proof for the IBAN collection fee (if the documents are submitted to Depozitarul Central before the Payment Date). The registration fee of the IBAN used for making payments by bank transfer for individual shareholders is RON 5 and perceived per request.

1.2 Actionarii persoane juridice, prin reprezentant legal sau conventional, vor prezenta Depozitarului Central formularul de colectare cod IBAN in care se precizeaza banca si contul (cod IBAN) deschis pe numele actionarului (modelul este atasat prezentului comunicat ca Anexa 2, punctul A, fiind disponibil si pe site-

1.2. Shareholders, who are legal persons, by legal or conventional representative, will submit to the Depozitarul Central the IBAN collection form in which the bank and the account (IBAN code) opened in the name of shareholder are mentioned (form is attached to this announcement as Annex 2, Item A, available on the website of Depozitarul

ul Depozitarului Central <https://www.rocLEAR.ro/> si al Electrica www.electrica.ro), insotit de:

- (a) copie a certificatului de inmatriculare; certificata de titular „conform cu originalul”;
- (b) copie dupa documentul care atesta calitatea de reprezentant legal al societatii (certificat constatator emis de registrul comertului / entitatea echivalenta pentru entitatile de nationalitate straina); certificata de titular „conform cu originalul”;
- (c) copia documentelor care atesta calitatea de reprezentant conventional a semnatarului cererii, daca este cazul; certificata de titular „conform cu originalul”;
- (d) extras de cont sau un document eliberat de banca (semnat si stampilat) prin care se confirma existenta contului pe numele titularului - persoana juridica, cu precizarea codului IBAN, in original;
- (e) in cazul fondurilor de pensii, (i) copie act de identitate al reprezentantului legal al societatii de administrare a fondului, in termen de valabilitate - carte/buletin de identitate cu CNP pentru cetatenii romani sau pasaport cu numar de identificare pentru cetatenii straini; (ii) copie certificat constatator al societatii de administrare a fondului/ alt document echivalent, nu mai vechi de 3 luni de zile, care sa mentioneze reprezentantul legal al societatii de administrare a fondului; (iii) copie certificat inregistrare/ alt document echivalent pentru societatea de administrare a fondului; (iv) copie decizie a autoritatii de reglementare care sa ateste autorizarea societatii de administrare a fondului si a fondului de pensii; iar in cazul fondurilor de pensii nerezidente (v) certificat de rezidenta fiscala, in original sau in copie legalizata, apostilat/supralegalizat, daca este cazul, insotit de traducerea

Central <https://www.rocLEAR.ro/> and also on Electrica website www.electrica.ro), accompanied by:

- (a) copy of the registration certificate - holder must certify "according to the original";
- (b) copy of the document certifying the capacity of the company's legal representative (certificate issued by the Trade Register / equivalent entity for entities of foreign nationality); holder must certify "according to the original";
- (c) copies of documents certifying the quality of the conventional representative of the application signatory, if necessary; holder must certify "according to the original";
- (d) bank statement or a document issued by the bank (signed and stamped) confirming the existence of the account on the holder's name - legal entity, specifying the IBAN, in original;
- (e) in the case of pension funds, (i) copy of the identity card of the fund management company's legal representative, valid card/ ID with PIN for Romanian citizens or passport with ID number for foreigners; (ii) copy of the fund management company's extract certificate / other equivalent document, not older than 3 months, stating the legal representative of the fund management company; (iii) copy of registration certificate / equivalent document for the fund management company; (iv) copy of the decision of the regulatory authority attesting authorization of the fund management company and of the pension fund; and in the case of non-resident pension funds (v) tax residency certificate, original or certified copy, apostilled / super legalized, if necessary, accompanied by its Romanian certified translation, an affidavit of legal representatives of the administration fund stating that the authorization of the fund management

autorizata in limba romana, o declaratie pe proprie raspundere a reprezentantului legal al societatii de administrare a fondului care sa ateste ca autorizarea societatii de administrare a fondului si a fondului de pensii este valabila la data efectuarii platii, daca reprezinta fonduri de pensii astfel cum sunt ele definite in legislatia statului membru al Uniunii Europene sau in unul dintre statele AELS, si daca sunt disponibile, informatii cu privire la site-ul oficial al autoritatii de reglementare din tara de origine unde poate fi verificat statutul de fond de pensii;

company and the pension fund is valid on the date of payment if the pension fund is as defined in European Union Member State legislation or in one of the EFTA States and, if available, information on the official website of the regulator in the home country where pension fund status can be verified;

(f) copia dovezii platii tarif colectare cod IBAN (in cazul in care documentele sunt transmise catre Depozitarul Central inainte de data platii). Tariful de inregistrare a codului IBAN utilizat pentru efectuarea platilor prin virament bancar pentru actionar persoana juridica este de 10 Lei si se percepe pe solicitare.

(f) a copy of proof of the IBAN collection fee payment (if the documents are submitted to Depozitarul Central). The registration fee of the IBAN used for making payments via bank transfer to the shareholder legal person is RON 10 for legal person shareholder and is perceived per request.

1.3 Formularele de colectare cod IBAN se vor transmite prin posta la adresa: Depozitarul Central SA – Bucuresti, Bd. Carol I nr. 34 - 36, sector 2 sau vor fi depuse la sediul Depozitarului Central.

1.3. IBAN collection forms should be mailed to: Depozitarul Central SA - Bucharest, Bd. Carol I nr. 34-36, district 2, or they may be submitted directly at the HQ of Depozitarul Central.

1.4 Depozitarul Central verifica documentatia transmisa de actionari potrivit celor mentionate la punctul 1.1, respectiv 1.2 de mai sus, iar in cazul in care documentatia nu este completa solicita completarea acesteia.

1.4. Depozitarul Central verifies the documentation submitted by shareholders according to the provisions mentioned in paragraphs 1.1 and 1.2 above, and if the documentation is not complete, requests its completion.

1.5 In cazul in care se doreste plata prin virament bancar in Data Platii, formularele de colectare cod IBAN trebuie receptionate de catre Depozitarul Central cu cel putin 4 zile anterior Datei Platii.

1.5. If payment by bank transfer on the Payment Date is required, IBAN code collection forms must be received by Depozitarul Central at least 4 days prior to the Payment Date.

1.6 In cazul formularelor de colectare cod IBAN receptionate ulterior termenului prevazut la punctul 1.5 de mai sus, devin aplicabile prevederile sectiunii I. pct. 2.3 din prezentul comunicat. Depozitarul Central va lua in considerare formularele de colectare cod IBAN receptionate cel mai tarziu cu 3 zile anterior datei-limita de distribuire a dividendelor indicata in Formularul de comanda.

1.6. In case of IBAN code collection forms received after the deadline stipulated in section 1.5 above, the provisions of Section I. item 2.3 of this announcement become applicable. Depozitarul Central will take into consideration the IBAN code collection forms received at least 3 days prior to the dividends distribution deadline, indicated in the order form.

ANEXA 1, PUNCTUL B

(B) Documente suport pentru plata dividendelor in numerar / prin virament bancar, pentru plati instructate BRD

(1) Lista de documente necesare incasarii/virarii sumelor cuvenite actionarilor persoane fizice - plati procesate in numerar/virament la ghiseele BRD

1.1 Actionar persoana fizica rezidenta:

- act de identitate avand in scris codul numeric personal (C.N.P.), in original; identificarea actionarului de catre BRD se va face pe baza informatiei regasite in campul rezervat CNP .

1.2 Actionar persoana fizica nerezidenta:

- pasaport a carui serie si numar trebuie sa corespunda cu cele cu care este inregistrat actionarul in evidentele Depozitarului Central, in original.

1.3 Reprezentant legal (in speta tutore / parinte) al actionarului persoana fizica avand varsta sub 14 ani:

- actul de identitate al tutorelui /parintelui (in original)
- certificatul de nastere (in original) al actionarilor care trebuie sa aiba in scris C.N.P.-ul + 1 fotocopy certificata pentru conformitate cu originalul (fotocopia se retine de catre BRD);
- actul juridic ce instituie tutela in cazul tutorelui care nu este unul dintre parinti + 1 fotocopy certificata pentru conformitate cu originalul (fotocopia se va retine de catre BRD).

1.4 In calitate de curator al actionarilor persoane fizice avand instituita curatela:

- actul de identitate al curatorului (in original)
- actul de identitate (in original) al actionarului avand in scris codul numeric personal (C.N.P.) + 1

ANNEX 1, ITEM B

(B) Support documents for dividends payment by bank transfer, instructed to BRD

(1) List of documents necessary to cash/transfer the amounts inhered to the shareholders, individuals, payments processed in cash/bank transfer at BRD counters

1.1 Resident shareholder, individual:

- identity card with PIN, in original ; shareholder's identification by BRD is made based on information found in PIN field.

1.2 Non-resident shareholder, individual:

- passport, whose series and number must correspond to the shareholder's information registered within Depozitarul Central, in original

1.3 Legal representative (namely legal guardian/parent) of an individual shareholder under 14 years old:

- legal guardian's / parent's identity card, in original;
- birth certificate (in original) of shareholders, with PIN + 1 photocopy certified for conformity with the original (photocopy will be retained by BRD);
- legal document which proves the guardianship, for the guardian who is not one of the parents + 1 photocopy certified for conformity with the original (photocopy will be retained by BRD).

1.4 As curator of shareholders, individuals, with trusteeship:

- curator's identity card (in original);
- shareholder's identity card, in original, with PIN + 1 photocopy certified for conformity with the original (photocopy will be

fotocopie certificata pentru conformitate cu originalul (fotocopia se va retine de catre BRD);

- actul juridic ce instituie curatela (in original) + 1 fotocopie certificata pentru conformitate cu originalul (fotocopia se va retine de catre BRD).

1.5 In calitate de imputernicit al actionarilor persoane fizice:

- procura speciala autentificata la notariat (in original) care cuprinde imputernicirea de ridicare a dividendelor eliberata cu nu mai mult de 3 ani anteriori datei in care se efectueaza plata, cu exceptia cazului in care imputernicirea are un termen de valabilitate mai mare de 3 ani si este valabila la data la care se efectueaza plata + 1 fotocopie certificata pentru conformitate cu originalul (fotocopia se va retine de catre BRD);
- actul de identitate al imputernicitului avand in scris codul numeric personal (C.N.P.), in original

Nota 1: In cazul coproprietarilor, platile se vor procesa sub conditia prezentarii la ghiseu a tuturor coproprietarilor, personal sau prin reprezentant legal si/sau conventional.

Nota 2: Documentele prezentate intr-o limba straina vor fi insotite de traducerea legalizata in limba romana iar daca sunt emise de o autoritate straina acestea trebuie sa fie apostilate sau supralegalizate, dupa caz.

Nota 3: BRD va putea realiza plati in numerar in limita sumelor stabilite in legislatia aplicabila.

Nota 4: In cazul platilor prin virament bancar in alte banci decat BRD la documentele de mai sus se anexeaza si extras de cont certificat de banca unde se solicita transferul dividendelor sau document dovedito emis de banca din care sa reiasa titularul contului bancar. **Titularul contului poate fi doar actionarul.** Formularele specifice reprezentand Cereri de plata prin

retained by BRD).

- legal document which proves the trusteeship + 1 photocopy certified for conformity with the original (photocopy will be retained by BRD).

1.5 As empowered of the shareholders, individuals:

- special notarized Power of Attorney (in original) that includes the empowerment to collect the dividends, issued no later than 3 years prior to the payment date, except for empowerments with a validity of more than 3 years, valid on the payment date + 1 photocopy certified for conformity with the original (photocopy will be retained by BRD);
- the empowered person's identity card, with PIN, in original.

Note 1: In case of co-owners, the payments will be processed under the condition of the presence at the counter of all the co-owners, in person or by legal and/or conventional representative.

Note 2: Documents submitted in a foreign language will be accompanied by an authenticated translation into Romanian and, if a foreign authority issued them, then they will be authenticated by apostille or super legalized, as applicable.

Note 3: BRD will be able to perform cash payments in the limit of amounts established by the applicable legislations.

Note 4: In case of bank transfer payments to banks other than BRD, the above documents will have attached a bank statement certified by the bank where the dividends transfer is required or a document, issued by the bank, which confirms the bank account holder. **The account's holder can be only the shareholder.** The specific forms

virament bancar a dividendelor pe anul 2018, se gasesc pe site-ul <http://www.electrica.ro>

1.6 Situatii exceptionale

Nu se vor efectua plati de dividende nete la ghiseu in urmatoarele cazuri:

- catre actionarii al caror CNP din actele prezentate la ghiseu nu concorda cu cel inscris in evidentele BRD si primite de la Depozitarul Central. Acestia vor fi indrumati catre Depozitarul Central;
- catre mostenitorii actionarilor, in baza certificatelor de mostenitor. Acestia vor fi indrumati catre Depozitarul Central;
- in orice alta situatie exceptionala, caz in care actionarii nereprezentati de Participant vor fi indrumati catre Depozitarul Central.

(2) **Lista de documente necesare incasarii/virarii sumelor cuvenite actionarilor persoane juridice - plati procesate in virament la ghiseele BRD**

- certificatul de inmatriculare / inregistrare al persoanei juridice / entitatii in Registrul Comertului / alt document echivalent care sa ateste inregistrarea persoanei juridice/entitatii la autoritatea competenta + 1 fotocopie care se va retine de catre BRD;
- act de identitate al reprezentantului legal sau, dupa caz, al mandatarului;
- certificatul constatator de la Registrul Comertului / document echivalent emis de autoritatea competenta nu mai vechi de 3 luni care sa mentioneze reprezentantul legal al societatii + 1 fotocopie care se va retine de catre BRD;
- procura notariala in original sau in copie legalizata (procura se va retine de catre BRD), daca este cazul.

representing Payment requests by bank transfer of the 2018 dividends may be found on the websites <http://www.electrica.ro>

1.6 Exceptional situations

No net dividend payments will be made at the counter in the following cases:

- to the shareholders whose PIN of the documents submitted at the counter is inconsistent with the one mentioned in the BRD records and received from Depozitarul Central. They will be guided to Depozitarul Central;
- to the shareholder's heirs, based on heir certificates. They will be guided to Depozitarul Central;
- any other exceptional situation, in which case the shareholders not represented by the Participant will be guided to Depozitarul Central.

(2) **List of documents necessary to cash/transfer sums to legal entities shareholders - payments processed by bank transfer at BRD counters**

- registration certificate / registration of the legal person / entity within the Trade Register / other equivalent document attesting registration of legal person / entity to the competent authority + 1 photocopy which will be retained by BRD;
- identity card of the legal representative or, if applicable, of the empowered representative;
- ascertain certificate from the Trade Register / equivalent document issued by the competent authority, not older than 3 months, mentioning the legal representative + 1 photocopy which will be retained by BRD;
- notarized power of attorney in original or certified copy (power of attorney will be retained by BRD), if applicable.

Plata actionarilor persoane juridice se va efectua numai prin virament bancar.

In cazul platilor prin virament bancar in alte banci decat BRD la documentele de mai sus se anexeaza si extras de cont certificat de banca unde se solicita transferul dividendelor sau document doveditor emis de banca din care sa reiasa titularul contului bancar. Titularul contului poate fi doar **actionarul**.

Payment to the shareholders, legal entities, will be made only by bank transfer.

In case of payments by bank transfer in banks other than BRD, the above documents will also contain a certified bank statement, issued by the bank where the dividends transfer is requested, or supporting document issued by the bank, confirming the bank account holder. The account holder can be the shareholder only.

ANEXA 1, PUNCTUL C

(C) ALTE PREVEDERI

(1) Instrumente financiare detinute in coproprietate

In cazul instrumentelor financiare detinute in coproprietate de doi sau mai multi actionari, plata dividendelor se va realiza cu urmatoarele particularitati:

- 1.1 In cazul platilor prin virament bancar in contul actionarilor nereprezentati de Participant, Depozitarul Central va vira dividendele cuvenite coproprietarilor in contul indicat de Electrica sau, in cazul in care aceasta informatie nu a fost furnizata Depozitarului Central, in contul indicat de catre toti coproprietarii in baza solicitarii comune adresata Depozitarului Central.
- 1.2 In cazul platilor la ghiseele BRD, platile se vor face in numerar sau virament (in functie de solicitarea actionarilor coproprietari) cu conditia ca toti coproprietarii sa se prezinte la BRD, personal sau prin reprezentant legal si / sau conventional si sa prezinte documentele prevazute la sectiunea 1 din Anexa 1, punctul B.
- 1.3 In cazul platilor in conturile Participantilor, dividendele cuvenite coproprietarilor vor fi virate Participantului ai carui clienti sunt.
- 1.4 In situatia in care coproprietarii solicita atat inregistrarea de catre Depozitarul Central a transferului direct de proprietate asupra instrumentelor financiare ca efect al iesirii din indiviziune, in conformitate cu Regimul juridic aplicabil, cat si plata directa catre fiecare dintre coproprietari conform numarului de instrumente dobandite in proprietate exclusiva, Depozitarul Central va bloca plata dividendelor si va informa Electrica cu privire la inregistrarea respectivului transfer de proprietate si numarul de instrumente financiare dobandite in proprietate exclusiva de catre fiecare dintre coproprietari. Electrica va calcula valoarea dividendelor corespunzatoare fiecarui fost coproprietar si va transmite Depozitarului Central informatiile pentru plata dividendelor catre fiecare dintre acestia, plata

ANNEX 1, ITEM C

(C) OTHER PROVISIONS

1) Financial instruments held in co-ownership

In case of financial instruments held in co-ownership by two or more shareholders, the dividends payment will be made with the following features:

- 1.1. In case of bank transfer payments to the account of shareholders not represented by a Participant, Depozitarul Central will transfer the dividends owed to the co-owners to the account indicated by Electrica or, if this information has not been provided to Depozitarul Central, into the account indicated by all the co-owners, based on a joint request addressed to Depozitarul Central.
- 1.2. In case of cash payments at BRD counters, payments will be made in cash or bank transfer, (depending on the request of the co-owners shareholders), provided that all co-owners come to BRD in person or through legal and / or conventional representative, and submit the documents referred to in section 1 of Annex 1, item B.
- 1.3. In case of payments into the participants' accounts, the dividends owed to the co-owners will be paid to the Participant, whose clients these are.
- 1.4. In the event that the co-owners require registration to Depozitarul Central of direct transfer of financial instruments ownership, as a result of exiting the tenancy, in accordance to the applicable legal regime, as well as direct payment to each of the co-owners according to the number of instruments acquired in exclusive property, Depozitarul Central will block payment of dividends and will inform Electrica on that transfer of ownership registration and also on the number of financial instruments acquired in exclusive ownership by each co-owner. Electrica will calculate the dividend amount corresponding to each former co-owner and transmit the information to Depozitarul Central on each dividend payment, payment being made in accordance with this

urmand a se face conform prezentei proceduri, dupa ce datele corespunzatoare au fost comunicate BRD.

(2) Actionari decedati

- 2.1. In cazul in care in documentele cuprinzand datele necesare efectuării plății dividendelor către acționari sunt incluse persoane decedate, iar mostenitorii acestora solicita atât înregistrarea transferului direct de proprietate asupra instrumentelor financiare ca efect al succesiunii, în conformitate cu Regimul juridic aplicabil, cât și plata dividendelor cuvenite, Depozitarul Central va bloca plata dividendelor cuvenite acționarului decedat și va informa Electrica cu privire la înregistrarea transferului de proprietate, identitatea mostenitorului / mostenitorilor și numărul de instrumente financiare dobândite în proprietate de acesta/aceștia.
- 2.2. În situația în care urmare a efectuării transferului de proprietate ca efect al succesiunii instrumentele financiare sunt dobândite în coproprietate, devin aplicabile prevederile de la secțiunea 1 din Anexa 1, punctul C.
- 2.3. În situația în care urmare a efectuării transferului de proprietate mostenitorii dobândesc în proprietate exclusivă instrumentele financiare, Electrica va calcula valoarea dividendelor corespunzătoare fiecărui mostenitor și va transmite Depozitarului Central informațiile privind sumele cuvenite pentru plata dividendelor către fiecare dintre aceștia, plata care se va realiza de către Depozitarul Central conform prezentei proceduri, după ce datele corespunzătoare au fost comunicate BRD.

(3) Limitari

Electrica nu va avea nicio răspundere în cazul în care plata de dividende nu va putea fi efectuată sau va fi efectuată cu întârziere din motive neimputabile Electrica, inclusiv, dar fără a se limita la, în cazul în care Electrica este notificată de instituirea unei opriiri asupra sumelor de bani reprezentând dividendele acționarului relevant sau dacă acționarul nu poate primi în numerar suma integrală reprezentând dividende ca urmare a depășirii oricărei limite legale cu privire la plata în numerar.

procedure, after the corresponding information was communicated to BRD.

(2) Deceased shareholders

- 2.1. If the documents containing data required for payment of dividends to shareholders include deceased persons and their successors require registration of direct transfer of ownership of financial instruments, as a result of the succession, in accordance to the applicable legal regime, as well as the payment of inherited dividends, Depozitarul Central will block payment of dividends inherited to the deceased shareholder and will inform Electrica on registration of transfer of ownership, heir / heirs identity, number of financial instruments acquired in ownership by him / them.
- 2.2. If, as result of the property transfer succession, financial instruments are acquired in ownership, provisions of section 1 of Annex 1, item C become applicable.
- 2.3. If, as a result of property transfer, heirs acquire in exclusive property the financial instruments, Electrica will calculate the dividend corresponding to each heir and Depozitarul Central will transmit information on the dividend payment amounts for each of them, that payment will be done by Depozitarul Central, according to actual procedure, after the corresponding information was communicated to BRD.

(3) Limitations

Electrica will have no liability if the payment of dividends will not be made or will be made late for reasons beyond Electrica, including, but not limited to, if Electrica is notified of establishment of sequestration on amounts representing relevant shareholder dividends or if the shareholder may not receive cash dividends representing the full amount as a result of exceeding any legal limits on cash payment.