

# DIRECT REGISTERED ACCOUNT AGREEMENT

## LEGAL ENTITY

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05/2020

Please return by post mail or through [www.airliquide.com/shareholders/contact-us](http://www.airliquide.com/shareholders/contact-us), selecting **ACCOUNT MANAGEMENT**. This file is to be returned with the supporting documents requested overleaf.

CCT-6C

### 1. Account type

ID no. \_\_\_\_\_

(allocated by the New Account Shareholder Service)

Company name \_\_\_\_\_ Siret No. \_\_\_\_

Registered office address \_\_\_\_\_

Zip code \_\_\_\_\_ Town/city \_\_\_\_\_

Country \_\_\_\_\_

Person authorized to manage the account:

Mr/Mrs Last name \_\_\_\_\_ First name \_\_\_\_\_

Position \_\_\_\_\_

Tel. \_\_\_\_\_ Email \_\_\_\_\_

### 2. Means of payment for dividends and sales

Since the payment of dividends and proceeds of sales occurs by transfer to a bank or postal account, **please enclose your bank details** [RIB, RIP, RICE or IBAN] in the company's name (**document issued by the bank**).

### 3. Adherence to the share account agreement

I adhere to this agreement, after becoming familiar and accepted the terms and conditions appended hereto.

Signed in \_\_\_\_\_ as of \_\_\_\_\_

Signature of the company's representative

## ADMINISTRATIVE PROCEDURES

### 1. Complete and sign:

- the **account agreement** in two copies,
- the **SEPA mandate** to pay your future share purchases (eurozone only) –Payment procedures are outlined in the terms and conditions of the share account agreement.

### 2. Enclose the following documents:

- a **recent** photocopy of a **K-bis business incorporation extract** in the Company's name,
- a front-and-back photocopy of an **identity document** belonging to the **corporate officer** indicated on the **K-bis extract**,
- the **mandate letter and identity document of the representative, if different** from the corporate officer,
- the **RIB** (bank details) **issued by the bank** giving the **BIC/SWIFT code and IBAN** in the legal entity's name.

### 3. Stock market orders (optional)

If you are opening your account and **purchasing shares** at the same time, please enclose:

- the duly **completed and signed** "stock market order" form,
- your SEPA mandate duly completed and signed

*The procedures for the purchase and sale of shares are outlined on the reverse of our "stock market order" form and on our website [www.airliquide.com](http://www.airliquide.com), under "shareholders".*

### 4. Please return your completed file to the address given at the bottom of the page.

#### What happens next?

Upon receipt of your **COMPLETED** file, Air Liquide will send you:

- your **login** codes allowing you to view your account and to make stock market orders online from your personal online account,
- a share entry notice for any share purchases, and an invoice to settle the outstanding balance of your transaction (depending on your payment method).

**Any incomplete files will be returned and will not be accepted.**

# TERMS AND CONDITIONS OF THE LEGAL ENTITY'S SHARE ACCOUNT FOR DIRECT REGISTERED SHARES

*These terms and conditions shall be retained by the holder of the share account,  
You do not need to return a copy to us.*

## OPENING OF AIR LIQUIDE ACCOUNT FOR DIRECT REGISTERED SHARES

Any natural person shareholder may hold a share account maintained by Air Liquide. The shareholder must be fully capable in civil matters or else be duly represented. The absence of a signature on a custody account agreement is non-compliant with the AMF's General Regulations. Article L.322-67 4 schedules that an agreement must be concluded with the shareholder.

**This signed account agreement and any additional documents will grant you access to online stock market orders.**

## SUPPORTING DOCUMENTS TO BE PROVIDED

In order to open the account, the legal entity holder undertakes to provide the account custodian with the following supporting documents:

- a recent photocopy of a K-bis business incorporation extract in the company's name,
- a front-and-back photocopy of an **identity document** (identity card, passport) of the corporate officer mentioned on the K-Bis extract,
- a mandate letter and a front-and-back photocopy of an **identity document** (identity card, passport) **of the representative if different from the corporate officer**,
- a **RIB** (bank details) **in the legal entity's name** issued by the bank giving the BIC/SWIFT code and IBAN. This RIB shall be used when paying dividends and for stock market transactions.

## CLOSURE OF THE SHARE ACCOUNT

**Closure at the initiative of the holder:** the share account shall be closed upon receipt of a signed written request from the representative, accompanied by a copy of their identity document. The shares are then transferred in France or sold in accordance with the instructions received.

**Death of the representative:** the account will be blocked upon the death of the representative or corporate officer. Any closure will occur once the liquidation and succession transactions are complete.

## NOTIFICATION OF HOLDERS

Air Liquide makes available to holders in their personal online account, an account statement established on December 31 of each year and all their account documents.

Holders shall be informed by email of any new document posted in their personal online account at the email address they have provided; failing this, or upon express request, by post.

Air Liquide notifies holders of each share transaction, to ensure that whenever their participation is required, holders may exercise the rights attached to the shares registered in their account.

In the event of a change to these terms and conditions by Air Liquide, holders will be notified; if no objection is received from the holders within thirty days, said changes will be deemed accepted.

## STOCK MARKET ORDERS FOR DIRECT REGISTERED SHARES

Transactions are performed by CACEIS Bank, a French limited company (société anonyme) with a Board of Directors, registered in the Paris Trade & Companies Register no. 692 024 722, whose registered office is located at 1-3 place Valhubert, 75013 Paris, France. The holders may place **purchase or sales orders via the website** using their personal online account, at [www.airliquide.com](http://www.airliquide.com). For security reasons, Air Liquide will assign the holders a Shareholder ID (one per account), insofar that this agreement has been entered into, and the necessary supporting documents have been provided. **Due to the confidentiality arising from the use of the access codes, the holders accept that they will be deemed as the sole originators of all orders sent.**

**Purchase orders placed online via the website**, settled in full by **direct debit or bank card and sales orders placed online via the website** attract a **brokerage rate of 0.10% before tax** of the transaction amount.

**Purchase or sale orders** made by **email, post or phone** attract a brokerage rate of **0.18% before tax**. The order must contain the direction of the transaction, the number of shares, the validity period (maximum two calendar months). If no indications are given, orders are automatically valid until the end of the calendar month, but they may be cancelled or amended during this period. **Any purchase or sale order written by e-mail or post must be accompanied by a photocopy of an identity document.**

### Air Liquide Service actionnaires

Ecrivez-nous : TSA 91948 - 62978 ARRAS Cedex 9  
Rencontrez-nous : 75, quai d'Orsay 75007 PARIS

Ecrivez-nous par mail depuis : [contact.actionnaires.airliquide.com](mailto:contact.actionnaires.airliquide.com)

0 800 166 179  ou + 33 (0)1 57 05 02 26 depuis l'international

After order execution, holders will receive, in their personal online account, a transaction notice (one per account) specifying the conditions of execution, fees and method of payment.

If the share purchases are not settled entirely by bank card (limited to a gross total of €3,000) or by direct debit (SEPA area only) and the account does not have enough **hedging shares**, a bank transfer deposit for **80%** of the purchase amount must be sent to Air Liquide (1). Your Shareholder ID must be given as reference for the bank transfer. The outstanding balance for the purchase will become payable upon receipt of the transaction notice.

If the purchases are not settled within the time periods set out in the transaction notice, Air Liquide may sell all or part of the direct registered shares entered in the holders' account.

In the event of a dispute, jurisdiction is granted to the courts of the location of the registered office of L'Air Liquide SA.

Each time it deems reasonably necessary in relation to its obligations, CACEIS Bank may, by means of Air Liquide, request any explanation as well as the submission of any supporting documents by the holders, primarily:

- regarding transactions which may appear to be unusual, specifically due to their terms, their amount or the exceptional nature of the transactions compared with those previously made by the holders;
  - regarding the origin of the funds used to purchase the direct registered shares;
- regarding the true identity of the persons on whose behalf the account is opened, if it appears that the holder(s) may not be acting on their own behalf, subject to application of the special rules of the legislative provisions governing registered intermediaries within the meaning of Article L.228-1 of the French Commercial Code

## FEES

Management of the direct registered share account is **free of charge without custody fees**.

Only brokerage fees of **0.10% before tax or 0.18% before tax** (depending on the order placement and payment procedures) of the gross amount of the transaction (no minimum), accrue to CACEIS Bank, for its execution of stock market orders. Additionally, in line with the amending finance law 2017, the tax on **financial transactions** is applied at **the rate of 0.30%** on share purchases.

## PROTECTION OF PERSONAL DATA

The personal data given overleaf is mandatory. It is collected by L'Air Liquide S.A. 75 –Quai d'Orsay 75007 Paris, France –in order to manage shares and must be processed for the execution of the account agreement to which you have acceded.

In order to comply with legal requirements, data may be disclosed to the competent authorities. Furthermore, the tools used to manage shares may entail the disclosure of this personal data to providers located in non-EEA member countries (specifically the US) for the purposes of hosting. In this event, we take the necessary steps to ensure an adequate level of protection of your data by the signing of European Commission standard contractual clauses.

In order to combat money laundering, data may be disclosed to the French tax authorities.

Personal data will be kept for five full calendar years following the closure of the account. Rights of access, rectification, erasure, and portability regarding personal data provided by you, the right to define directives regarding what happens to your personal data after your death, and to request a limitation on data processing in your regard may be exercised via the Shareholder Services:

- by post to the following address: AIR LIQUIDE Service actionnaires –TSA 91948 - 62978 ARRAS Cedex 9, France
- via our online contact form: <https://www.airliquide.com/group/contact-us-gdpr>

You also have the right to lodge a complaint with the appropriate personal data protection authority, which in France is the CNIL.

Contact details of the data protection manager: Laurence Thomazeau –L'Air Liquide S.A. –75 quai d'Orsay –75007 Paris –France.

## RECORDING OF TELEPHONE CONVERSATIONS

In order to facilitate auditing of the accuracy of transactions made and their compliance with originator orders, telephone communications with Air Liquide may be recorded and kept for a period of six months. Holders are entitled to oppose this registration. In such an event, the holders must make a request by post to the following address: AIR LIQUIDE Service actionnaires – TSA 91948 - 62978 ARRAS Cedex 9, France, or by email to the following address: [airliquide.com/shareholders/contact-us](mailto:airliquide.com/shareholders/contact-us).

Holders are entitled to access and rectify the data held in respect of them.


- (1) **AIR LIQUIDE** bank details to make wire transfers to pay for your purchases:  
**BIC : ISAEFRPP - IBAN : FR76 18129 00010 00500105695 18**

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0 800 166 179  ou + 33 (0)1 57 05 02 26 depuis l'international