

FAQ: Merger between Credit Suisse (Luxembourg) S.A. and UBS Europe SE and branch entities

Information for Vendors on External Third Party Vendor Engagement

This document seeks to answer frequently asked questions relating to the legal merger of Credit Suisse (Luxembourg) S.A. and UBS Europe SE and is subject to the terms of the disclaimer set out on our website: www.ubs.com. The information in this document is provided for informational purposes only, it is not intended to be a complete statement or summary of the matters covered herein and is subject to change. In particular, you should note that the information below is subject to ongoing regulatory developments and does not constitute legal, tax, regulatory, investment or accounting advice.

Frequently Asked Questions:

1. What do we mean by the Luxembourg S.A. Bank Merger?

- The Luxembourg S.A. Bank Merger is a merger between Credit Suisse (Luxembourg) S.A. and UBS Europe SE.
- The transfer of Credit Suisse (Luxembourg) S.A. business to UBS Europe SE will be effected by way of a merger by absorption under the German Conversion Act. UBS Europe SE will be the surviving entity and Credit Suisse (Luxembourg) S.A. will cease to exist upon the completion of the Luxembourg SA Bank Merger.
- Please note that the Luxembourg S.A. Bank Merger only affects Credit Suisse (Luxembourg) S.A. and UBS Europe SE (and branches). As we continue our integration efforts, other legal entity integrations are under review.

2. When will the Luxembourg S.A. Bank Merger be legally effective?

The Luxembourg S.A. Bank Merger of Credit Suisse (Luxembourg) S.A. and UBS Europe SE will become effective upon registration with the commercial register in Frankfurt / Main Germany. As a result, by operation of law, UBS Europe SE will in principle automatically succeed to all the assets and liabilities of Credit Suisse (Luxembourg) S.A. (principle of universal succession) and Credit Suisse (Luxembourg) S.A. will automatically be dissolved and deleted from the commercial register. The merger of Credit Suisse (Luxembourg) S.A. with UBS Europe SE could happen as early as on or around 21 October 2024, subject to all necessary licenses and approvals for the completion of the merger being obtained. Completion of the Luxembourg S.A. Bank Merger will be announced on the UBS website (<https://www.ubs.com/suppliers>).

3. Why am I receiving this correspondence?

You are receiving this correspondence as a key contact for an external third party vendor with active external third party contract(s) contracted to Credit Suisse (Luxembourg) S.A. and/or its branches (see FAQ question 12) for in-scope and/or have invoiced spend with in-scope Credit Suisse legal entities. As such, you may receive further similar correspondence for other Credit Suisse legal entities undergoing integration changes as a part of the integration process.

4. Is this simply a name change from Credit Suisse (Luxembourg) S.A. to UBS Europe SE?

No, this is a statutory merger of Credit Suisse (Luxembourg) S.A. and UBS Europe SE (and respective branches), whereby Credit Suisse (Luxembourg) S.A. (and/or branch(es)) will merge with and into UBS Europe SE (and/or respective branch(es)). UBS Europe SE will be the surviving entity and Credit Suisse (Luxembourg) S.A. will cease to exist upon the completion of the Luxembourg S.A. Bank Merger.

5. How are external third party vendors and existing contracts impacted by the Luxembourg S.A. Bank Merger?

- A key priority for the UBS Group is to ensure a smooth vendor experience along the entire journey. The Luxembourg S.A. Bank Merger process has been designed to have minimal impact on vendors (insofar as practical).
- Upon completion of the Luxembourg S.A. Bank Merger, generally all assets and liabilities of Credit Suisse (Luxembourg) S.A. (and/or branch(es)) will pass by operation of law to UBS Europe SE (and/or respective branch(es)) ("**universal succession**").
- Universal succession replaces all formal requirements for a transfer which otherwise would need to be observed, e.g., in the case of an asset deal to transfer assets and liabilities by way of singular succession.

6. What do external third party vendors need to do to ensure their contracts migrate?

Merger through universal succession means this process will have minimal impact on our vendors.

7. Will the terms of my existing external third party vendor contract be amended as a result of the Luxembourg S.A. Bank Merger?

- As a result of the Luxembourg S.A. Bank Merger, external third party vendor contracts automatically transfer "as is", i.e., on the same terms and conditions and duration as before, changing only the Credit Suisse contracting party. Upon completion of the Luxembourg S.A. Bank Merger external third party vendors currently contracted with Credit Suisse (Luxembourg) S.A. (and/or branch(es)) will have UBS Europe SE (and/or its respective branch(es)) as their contractual counterparty.
- Any legacy Credit Suisse subsidiary receiving a service under a Credit Suisse (Luxembourg) S.A. (and/or branch(es)) contract will continue to receive the service after the Luxembourg S.A. Bank Merger, unless informed otherwise.
- Following the Luxembourg S.A. Bank Merger, the services provided by the external third party vendor will now be provided to the successor UBS legal entity and any other legal entities currently receiving the service, unless informed otherwise.

8. Which Supplier Code of Conduct should Credit Suisse vendors comply with after the Legal Entity merger?

All legacy Credit Suisse vendors will need to comply with [UBS's Supplier Code of Conduct](#) which sets UBS's expectation of our suppliers to support our sustainability priorities, embody positive environmental, social and governance practices in their operations and supply chain.

9. Which entity will external third party vendors contract with following the Luxembourg S.A. Bank Merger?

Following the Luxembourg S.A. Bank Merger, vendors will contract with UBS Europe SE and/or the respective UBS Europe SE branch(es) (see FAQ question 12 for further details).

10. How will the Luxembourg S.A. Bank Merger impact invoicing and payment?

For Vendors contracted with Credit Suisse (Luxembourg) S.A.:

- Invoices submitted to **Credit Suisse (Luxembourg) S.A. entity before 30 September 2024** will continue to be accepted and processed until 7 October 2024 (approval deadline).
- From 7 October 2024, any in-flight and unapproved invoices will be rejected and the sender will be asked to reissue and resubmit the invoice with the correct UBS legal entity name (see FAQ question 12 for further details)
- Invoices submitted to Credit Suisse (Luxembourg) S.A. **after 7 October 2024 should be billed to UBS Europe SE Luxembourg Branch**. Otherwise, any newly received invoices addressed to the Credit Suisse (Luxembourg) S.A. will be rejected and the sender will be asked to reissue and resubmit the invoice with the correct UBS Legal entity name (see FAQ question 12 for further details)
- Please submit your invoices after 7 October 2024 to your current UBS Business Partner.
- Please update your invoicing and accounting systems to reflect the new UBS invoice billing entity name as summarized in FAQ question 12.
- For any invoice submission related questions, please reach out directly to your current UBS Business contact.

For Vendors contracted with Credit Suisse (Luxembourg) S.A., France Branch:

- Invoices billed-to **Credit Suisse (Luxembourg) S.A., France Branch** will continue to be accepted as per the existing process until **7 October 2024**. **After 7 October**, any newly received invoices should be issued to **UBS Europe SE, Succursale de France** and billing address (including UBS GPN and name of UBS business user) and submitted via the UBS Finance (AP) process **from 21 October 2024**.
- To ensure seamless internal processing and payment of third party supplier invoices, we ask that you only use the billing address format for invoices from **21 October 2024 onwards**. Please refer to FAQ question 12 for the relevant new UBS billing address format and invoice submission details.
- Please update your invoicing and accounting systems to reflect the new UBS invoice billing entity name as summarized in FAQ question 12.

For Vendors contracted with Credit Suisse (Luxembourg) S.A., Ireland Branch:

- Invoices billed-to **Credit Suisse (Luxembourg) S.A., Ireland Branch** will continue to be accepted as per the existing process until **7 October 2024**. **After 7 October**, any newly received invoices should be issued to **UBS Europe SE, Ireland Branch** and billing address (including UBS GPN and name of UBS business user) and submitted via the UBS Finance (AP) process **from 21 October 2024**.
- To ensure seamless internal processing and payment of third party supplier invoices, we ask that you only use the billing address format for invoices from **21 October 2024 onwards**. Please refer to FAQ question 12 for the relevant new UBS billing address format and invoice submission details.
- Please update your invoicing and accounting systems to reflect the new UBS invoice billing entity name as summarized in FAQ question 12.

For Vendors contracted with Credit Suisse (Luxembourg) S.A., Sucursal em Portugal:

- Invoices billed-to **Credit Suisse (Luxembourg) S.A., Sucursal em Portugal before 11 October 2024** will continue to be accepted and processed.
- No invoices should be issued between 12 October 2024 and 21 October 2024. Any invoices sent during this period will not be processed and will need to be re-submitted after 22 October 2024.
- All invoices **from 22 October 2024** should be **issued to UBS Europe SE, Sucursal em Portugal** and submitted to the following e-mail: sh-ubs-finance-portugal@ubs.com
- The billing address and Tax number will be kept the same (see FAQ question 12 for details).
- Please update your invoicing and accounting systems to reflect the new UBS invoice billing entity name as summarized in FAQ question 12.

11. Who can I contact if we have any questions and concerns?

- Please engage the Supply Chain Legal Entity central team with any questions on the legal entity merger at the following mailbox LEIVendorNotification@ubs.com.
- For any Accounts Payable and Invoicing queries, please use the contacts outlined in FAQ questions 10 and 12.

12. What are the details of the UBS Europe SE Legal Entity and branches?

The details of the UBS Europe SE Legal Entity and branches are:

Jurisdiction	Country	Credit Suisse contracting entity	Updated UBS contracting entity	UBS Branch address	Invoice Submission & Support Contact
EMEA	Luxembourg	Credit Suisse (Luxembourg) S.A.	UBS Europe SE Luxembourg Branch	UBS Europe SE Luxembourg Branch 33A, Avenue J.F.Kennedy B.P. 2 L – 2010 Luxembourg Tax ID: LU28848940 LEI: B209123	UBS Europe SE Luxembourg Branch GPN: 99999999, UBS Business Contact (Full Name) 33A, Avenue J.F.Kennedy B.P. 2 L – 2010 Luxembourg For any invoice submission related questions please email sh-ubsl-sap-acct@ubs.com
EMEA	France	Credit Suisse (Luxembourg) S.A., France Branch	UBS Europe SE, Succursale de France	UBS Europe SE, Succursale de France 39, rue du Colisée Paris, France 75008 Tax ID: FR 67 844 425 629 LEI: 254900PM3GC91E4J9Q50	UBS Europe SE, Succursale de France Accounts Payable FR GPN: 99999999 (Example), UBS Business Contact (Full Name) 39, rue du Colisée Paris, France 75008 <u>UBS invoice submission channel effective 21 October:</u> Electronic invoice please send via e-mail to sh-fr-invoices@ubs.com . Please note that a scan of a hard copy will not be considered as an electronic invoice. For any invoice submission related questions: ○ CS AP: For internal users, send an e-mail directly to paris.helpdesk@credit-suisse.com and suppliers can reach out directly to their CS Business contact ○ UBS Finance (AP): For internal users and suppliers can send an e-mail directly to sh-fr-invoices@ubs.com or discuss these directly with your current UBS Business contact

Jurisdiction	Country	Credit Suisse contracting entity	Updated UBS contracting entity	UBS Branch address	Invoice Submission & Support Contact
EMEA	Ireland	Credit Suisse (Luxembourg) S.A., Ireland Branch	UBS Europe SE, Ireland Branch	UBS Europe SE, Ireland Branch College Park House South Frederick Street Dublin 2 Ireland Tax ID: TBC LEI: N/A	UBS Europe SE, Ireland Branch College Park House South Frederick Street Dublin 2, Ireland <u>UBS invoice submission channel effective 21 October:</u> Please send all invoices electronically via e-mail to SH-AP-Ireland-UBS-ESE (sh-ap-ireland-ubs-ese@ubs.com). Please note that a scan of a hard copy will not be considered as an electronic invoice.
EMEA	Portugal	Credit Suisse (Luxembourg) S.A., Sucursal em Portugal	UBS Europe SE, Sucursal em Portugal*	UBS Europe SE, Sucursal em Portugal Av. da Liberdade 180-A 8th floor 1250-146 Lisboa Tax ID: 980 492491 LEI: N/A	UBS Europe SE, Sucursal em Portugal Avenida da Liberdade, 180-A 8th floor, 1250-146 Lisboa <u>UBS invoice submission channel effective 21 October:</u> Please send all invoices electronically via e-mail to SH-UBS-FINANCE-PORTUGAL (sh-ubs-finance-portugal@ubs.com). Please note that a scans of a hard copy invoices will not be considered as an electronic invoice.

* Name change only