



# TRANSFERRING OUT OF A CORPORATE SPONSORED NOMINEE (NOMINEE SERVICE) TO A SHARE CERTIFICATE IN OWN NAME - FORM C

**IMPORTANT:** Transfer fee £10.00\* (as of October 2024 – subject to change)

\*May be waived if request is received within 90 days of the shares being transferred into the Nominee Service. Please check the latest fees in the Nominee Service Terms and Conditions for the Company at [www.shareview.co.uk/info/csn](http://www.shareview.co.uk/info/csn). For further details please see **How can I pay?**

## Declaration: In signing this form:

- I/We request Equiniti Financial Services Limited to transfer the shares to the Ordinary Share Register. I/We also request that such entries be made in the respective registers as are necessary to give effect to the transfer.
- I/We give my/our permission for all dividends and other payments that may from time to time become payable in respect of my/our shares, to be forwarded to the nominated bank account(s) as detailed in Step 3, or to such other branch of the organisation as the bank may request. Compliance with this request will discharge the Company's liability in respect of such monies.
- I/We apply to join the DRIP or Scrip for each future dividend, paid on the class of shares detailed on this form, as detailed in Step 4. I/We appoint Equiniti Financial Services Limited as my/our agent to arrange the purchase of shares in accordance with the Terms and Conditions of the DRIP or allocate shares to me in accordance with the Terms and Conditions of the Scrip.

## Step 1 – Holding details

Transferor's Nominee Service Shareholder Reference (can be found on your Nominee Service statement or dividend confirmation)

Company name the shares are held in

Number of shares in words

Number of shares in figures

## Step 2 – Holder details

### Holder 1

Full name of Existing Shareholder(s) (& capacity if signing as a Corporate Body)

Registered address of 1st named shareholder (including postcode)

Signature

### Holder 2

Full name of Existing Shareholder(s) (& capacity if signing as a Corporate Body)

Signature

### Holder 3

Full name of Existing Shareholder(s) (& capacity if signing as a Corporate Body)

Signature

### Holder 4

Full name of Existing Shareholder(s) (& capacity if signing as a Corporate Body)

Signature

## Step 2a Corporate Bodies – If you are signing on behalf of a corporate body, please also complete the below

If you are signing on behalf of an existing corporate body, please also complete the below and provide Company Seal if available, otherwise Signing Capacity is required.

Company Name

Company Number

**Step 3 – Dividend Instructions – Please ensure we have your latest bank or building society details****IMPORTANT:**

**Cheque payments for dividends paid on shares are not available for some companies.**

To receive your cash dividend directly, you **MUST** provide your bank or building society account details if you have not already done so.

If cheque payments are **NOT** available now, or in the future, you **MUST** provide valid bank or building society account details if you have not already done so, otherwise you will not receive your cash dividends, and you may be charged a fee for their release. You will not be paid interest on cash dividends. For further information please contact Equiniti.

Any instruction to pay to a nominated account will **NOT** override any instruction to reinvest cash dividend(s) into a Dividend Reinvestment Plan or a Scrip Dividend Scheme.

Corporates (if applicable): Completed forms should be returned with an accompanying letter from your bank confirming the bank account provided: a) full name of the account holder; b) account name; and c) the account details as provided on the form.

**GBP payments to a UK Bank or Building Society Account**

Sort Code

Account Number

Building society reference or roll number  
(maximum 18 characters) - if applicable**Step 4 – Dividend Instructions**

To see if either of these services are available for the Company please visit [www.shareview.co.uk/info/drip](http://www.shareview.co.uk/info/drip). **You should read the Terms and Conditions of these services carefully as they form the basis on which services will be provided to you.**

If you apply this instruction it will override, but not remove, any valid bank mandate provided by you. You must provide valid bank account details in Step 4 to be used in the event an option to invest your cash dividend or receive new shares is not available. If a service is available, you can use your cash dividend to purchase additional shares in the Company at market value (via the Plan) or receive new fully paid up shares in the Company instead of a cash dividend (via a Scrip).

Place an 'X' in the box if you wish to join the Dividend Reinvestment Plan (Plan) or Scrip Dividend Programme (Scrip)

**How can I pay?**

**You can pay us by bank transfer by using our bank details below:**

Account Name Equiniti Ltd CSN fee

Account Number 21872968

Sort Code 30-80-12

**If you are paying the fee from an overseas bank account, you will also need:**

BIC/SWIFT Code LOYDGB2L

IBAN GB23LOYD30801221872968

We also accept payment via cheque. This needs to be made payable to "Equiniti Financial Services Limited".

**IMPORTANT** - In order for us to identify your payment please enter the Shareholder Reference as stated in Step 1 to the reference field on your online banking. Failure to do so may result in the process being delayed.

Please do not send cash. If a fee is applicable and payment is not received, your form will be returned without the instruction being processed.

**Send the completed form and any applicable cheque to the postal address below**

- Any incomplete or incorrect forms will be returned without the instruction being processed.
- Please ensure you have provided your bank or building society details.
- Cheque payments for dividends paid on shares are not available for some companies. For further information please see the Company's Investor Relations website or contact Equiniti Financial Services Limited. If cheque payments are not available, and valid bank account details haven't been provided in Step 4 then the cash distributions due to you may be retained and you may be charged a fee for their release.

**Contacting Equiniti Financial Services Limited**

<b>ONLINE</b>	<a href="http://www.shareview.co.uk/info/csn">www.shareview.co.uk/info/csn</a>
<b>PHONE</b>	<b>+44 (0) 371 384 2030 (please use the country code when calling from outside the UK.)</b> Lines open 8.30am to 5.30pm (UK time), Monday to Friday (excluding public holidays in England and Wales). For deaf and speech impaired customers, we welcome calls via <b>Relay UK</b> . Please see <a href="http://www.relayuk.bt.com">www.relayuk.bt.com</a> for more information.
<b>POST</b>	Corporate Sponsored Nominee Team, Equiniti, Aspect House, Spencer Road, Lancing, West Sussex, BN99 6DA United Kingdom

**GUIDANCE NOTES****POWER OF ATTORNEY**

If acting as Power of Attorney on behalf of any owner and have not previously recorded the Power of Attorney document with Equiniti, please include either the original document or a photocopy with this form. If sending a photocopy, please make sure every page is signed with an original signature, either by the person granting the Power or by a solicitor or stockbroker, to confirm that it is a true and complete copy of the original.

**Further documents may be required in order to confirm your identity.**