

## A TRANSMISSION APPLICATION

Please complete this form in **BLACK INK** using capital letters. Photocopies will not be accepted.

1. Full name of Share Company, Corporation or Trust in which the securities being transmitted are held.

2. Securityholder Reference Number (SRN)

3. Type of Security (eg fully paid, partly paid, stapled security, etc)

4. Name of Deceased (Given Name(s))

Last Name

I/We claiming to be legal personal representative(s) of the abovenamed deceased in respect of such security described above do hereby apply to be registered as the holder(s) of such security as described above in the abovenamed company.

I/We agree to take and hold the said holding of the type of security as described above subject to the several conditions on which the abovenamed deceased held the same. I/We give notice that my/our name(s) and address is/are notified below and request the same be entered into the register of the abovenamed company.

5. Title and Full Name(s) of Executor(s) or Administrator(s)


6. Address for Notices, Dividends etc.

PO Box/RMB/Locked Bag/Care of (c/-)/Property name/Building name (if applicable)

Unit Number/Level

Street Number

Street Name

Suburb/Town

State

Post Code

## B SIGNATURE(S) OF EXECUTOR(S)/ADMINISTRATOR(S) – THIS MUST BE COMPLETED

Executor/Administrator (delete one)

Executor/Administrator (delete one)

Executor/Administrator (delete one)

### Instructions

- This form is to be used when removing the shares from the name of the deceased to the Executor(s)/ Administrator(s) of the estate.
- Where the Executor(s)/Administrator(s) of the estate are also the sole beneficiaries a standard transfer form must be completed.
- There is no requirement to formally register the securities in the name of the Executor(s)/Administrator(s) prior to selling the securities.

Date

## HOW TO COMPLETE THIS FORM

### A Transmission application

Enter the following in the spaces provided.

Complete the full name(s) of all Executor(s)/Administrator(s) and one address.

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>The full name of the share company in which the securities are held.</li> <li>The Shareholder Reference Number (SRN, starts with "I").</li> <li>A brief description of the type of security eg. fully paid; stapled security etc.</li> <li>The name of the deceased holder.</li> </ol> | <ol style="list-style-type: none"> <li>The title(s) and full name(s) of the Executor(s) or Administrator(s).</li> <li>The address details to be entered on the register. Please note that only one address can be recorded. This should be the address for the delivery of all future correspondence.</li> </ol> |
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**Important notice: If the holding is a broker sponsored holding in CHESS, do not send this completed form to Link Market Services Limited. You must contact the sponsoring broker to lodge a Transmission Application.**

### B Signature – All Executor(s)/Administrator(s) must sign.

**Personal Information Collection Notification Statement:** Link Group advises that personal information it holds about you (including your name, address, date of birth and details of the financial assets) is collected by Link Group organisations to administer your investment. Personal information is held on the public register in accordance with Chapter 2C of the *Corporations Act 2001*. Some or all of your personal information may be disclosed to contracted third parties, or related Link Group companies in Australia and overseas. Your information may also be disclosed to Australian government agencies, law enforcement agencies and regulators, or as required under other Australian law, contract, and court or tribunal order. For further details about our personal information handling practices, including how you may access and correct your personal information and raise privacy concerns, visit our website at [www.linkmarketservices.com.au](http://www.linkmarketservices.com.au) for a copy of the Link Group condensed privacy statement, or contact us by phone on +61 1800 502 355 (free call within Australia) 9am–5pm (Sydney time) Monday to Friday (excluding public holidays) to request a copy of our complete privacy policy.

## TRANSMISSION FORM

### A PAYMENT OF FEE

A fee of \$55.00 (GST inclusive) applies for each transmission that requires a securityholder verification procedure. For payments made by cheque, an additional cheque handling fee of \$10 (GST inclusive) will apply. A single fee of \$55.00 (GST inclusive) applies if multiple transmissions from the same estate (registration details must be an exact match) are received by Link at the same time. Payment options are:

**OPTION 1: Pay By Credit Card or Debit Card**

Visa
  MasterCard

No other credit cards will be accepted

Card Number Expiry Date (MM/YY)

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Name on Card

Signature of Cardholder

✍


Total

\$ ,  .

Or

**OPTION 2: Pay By Cheque, Money Order or Bank Cheque**

Cheque/Money Order/ Bank Cheque – payable to Link Market Services Limited in Australian currency

 A receipt for this payment will be issued to the executor.