

**OFF MARKET TRANSFER FORM**

<b>1. Full Name of Stock/Security</b>						Code:					
<b>2. Full Description of Securities</b>	Class:					If not fully paid, paid to:					
<b>3. Quantity</b>	Words:					Figures:					
<b>4. Full Name(s) of Seller(s)/(Transferor/s)</b>	Title:										
	First Name(s):										
	Last Name(s)/Company:										
	A/C Designation:										
<b>5. Full Postal Address of Seller(s)</b>											
<b>6. SRN or HIN</b>						<b>7. Broker PID or Name:</b>					
<b>8. Contact Details (Seller)</b>	Work phone:					Mobile:					
	Email:										
<b>9. Date of Purchase</b>						<b>10. Consideration AUD\$</b>					
<b>11. Full Name(s) of Buyer(s)/Transferee(s)</b>	Title:										
	First Name(s):										
	Last Name(s)/Company:										
	A/C Designation:										
<b>12. Full Postal Address of Buyer(s)</b>											
<b>13. SRN or HIN</b>						<b>14. Broker PID or Name:</b>					
<b>15. Contact Details (Buyer)</b>	Work phone:					Mobile:					
	Email:										
<p>I/We the registered holder/s and undersigned seller/s for the above consideration do hereby transfer to the above name/s hereinafter called the Buyer/s the securities as specified above standing in my/our name/s in the books of the above named Company, subject to the several conditions on which I/We held the same at the time of signing hereof and I/We the Buyer/s do hereby agree to accept the said securities subject to the same conditions. I/We have not received any notice of revocation of Power of Attorney by death of the grantor or otherwise, under which this transfer is signed.</p>											
<b>16. Seller(s)/Transferor(s) Sign Here</b>											
<b>Print Name</b>											
	Please circle	Individual	Executur	Sole Director	Secretary	Director	Individual	Executur	Sole Director	Secretary	Director
<b>Date Signed</b>											
<b>17. Buyer(s)/Transferee(s) Sign Here</b>											
<b>Print Name</b>											
	Please circle	Individual	Executur	Sole Director	Secretary	Director	Individual	Executur	Sole Director	Secretary	Director
<b>Date Signed</b>											

## Information

- A fee of \$55 (inclusive of GST) is applied per transfer form
- Both Seller(s) and Buyer(s) must provide a copy of a current drivers licence or passport with a utility bill
- Pen must be used
- Any alterations MUST be initialled by the Seller/s and the Buyer/s
- Any increase to the quantity of securities being transferred is not acceptable even if initialled
- Correction Fluid or Tape must not be used as the form will be deemed void

Forms may be faxed to: + 61 3 8663 2799

Forms may be emailed to: support@sharetrading.hsbc.com.au

Forms may be posted to: HSBC Share Trading  
GPO Box 1630  
Sydney NSW 2001

## How to Complete the Form

1. Full Name of Stock/Security - the full name of the company or corporation in which the securities are held (e.g. Bell Financial Group - Code BFG).
2. Full Description of Securities - e.g. Fully Paid Ordinary Shares (FPO), 9% Unsecured Convertible Notes etc
3. Quantity - written in both words and figures, the number of securities being transferred
4. Full Name(s) of Seller(s)/Transferor(s) - Name/s of which the shares are currently registered including designation if applicable
5. Full Postal Address of Seller(s) - Address of Seller(s) which shares are currently registered. This may be obtained from the holding statement
6. SRN or HIN - If the holding is issuer sponsored, this number can be found on the Issuer Holding Statement. If the holding is broker sponsored, it can be found on the CHESS holding statement
7. Broker PID or Name - If the sellers holding is Broker sponsored, this is the Brokers Participant Identification Number. If unknown, enter the Broker's name
8. Contact Details (Seller) - Contact number/s of the seller incase further information is required
9. Date of Purchase - Insert the date of the transaction of which the seller(s) and buyer(s) agree upon
10. Consideration AUD\$ - Amount paid in full for the transfer of securities. Please consult independent tax advice in relation to Capital Gains Tax
11. Full Name(s) of Buyer(s)/Transferee(s) - Full name of the Buyer(s) (to a maximum of three joint holders). Securities may not be registered in a business name, an estate or deceased person, a fund or a trust or a minor (this can be entered at the Account Designation). If the holding is to be amalgamated, the exact name must be entered which is contained on the latest statement
12. Full Postal Address of Buyer(s) - Address of the Buyer(s). If the holding is to be amalgamated, the exact address on the latest statement must be entered
13. SRN or HIN - If the holding is to be issuer sponsored, leave blank for a new SRN or if the holding is to be amalgamated the exact SRN on the latest statement or if the holding is to be registered to a HIN enter the HIN.
14. Broker PID or Name - If the buyers holding is to be Broker sponsored, this is the Brokers Participant Identification Number. If unknown, enter the Broker's name
15. Contact Details (Buyer) - Contact number/s of the buyer incase further information is required
16. Seller(s)/Transferor(s) Signature - signatures of Seller(s) as well as the name of the signatory, position held and date signed  
Company - signature of two directors unless it is a sole director company  
Joint holders - all holders must sign  
Deceased Estate - all executors to sign and an original certified copy of Probate or Letters of Administration must be forwarded with this form, if not already noted  
Power of Attorney - an original certified copy of the Power of Attorney must be forwarded with this form, if not already noted
17. Buyer(s)/Transferee(s) Signature - same requirements as above (point 16)

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