

COMPANY (OR COMMUNITY BANK) WHERE SHARES ARE HELD

Shareholder Name(s) (as it appears on the Register)

Shareholder Address (as it appears on the Register)



PO Box 454
Bendigo VIC 3552

03 5443 0344

shareregistry@afsbendigo.com.au

afsbendigo.com.au/shareholders

Transmission Application

- ✓ Please use a black pen and print in CAPITAL letters.
- ✓ Please refer to instructions on the back of this form.

A Transmission Application

I/We claiming to be the executor(s)/administrator(s) of the abovenamed deceased in respect of the shares held by the deceased do hereby apply to be registered as the holder(s) of the shares.

I/We agree to take and hold the shares subject to the several conditions on which they were held by the deceased.

I/We give notice that my/our name(s) and address is as stated below and request the same be entered in the register of shareholders.

Full Name(s) of Executors(s) or Administrator(s)

Address to be recorded on the register:

Unit	Street Number or PO Box	Street Name
City/Town/Suburb	State	Postcode
Telephone	Mobile	Email @

B Sign and Date

I/We authorise you to act in accordance with my/our instructions set out above.

<p>Executor/Administrator 1</p> <p>Sign _____</p> <p>Print _____</p>	<p>Executor/Administrator 2</p> <p>Sign _____</p> <p>Print _____</p>	<p>Executor/Administrator 3</p> <p>Sign _____</p> <p>Print _____</p>
----------------------------------------------------------------------	----------------------------------------------------------------------	----------------------------------------------------------------------

____ / ____ / ____
Day Month Year

() _____
Contact Number

*** C Identification** Please ensure that a certified copy of photo identification for each executor/administrator is attached.

*** D Supporting Documentation** Please ensure that a certified copy of the death certificate and probate are attached.

*** E Share Certificate(s)** Please ensure that the original share certificate(s) is/are attached.

How to complete this form

This form is used where a shareholder has died and the executor(s) or administrator(s) wish to record the shareholding in the name of the estate until such time that the shareholding is transferred to the beneficiary.

A Transmission Application

- Enter the full name of the executor(s)/administrator(s).
- Enter the address of the executor(s)/administrator(s) that is to be recorded on the register. Please note that only one address can be recorded, this should be the address for delivery of future correspondence.

The name and address of each holding being consolidated must be identical.

The instructions held on the remaining holder number will apply to the consolidated holding.

B Sign and Date

Executor/Administrator: Each executor/administrator must sign.

Power of Attorney: To sign as power of attorney attach a certified copy of the power of attorney to this form if not previously provided to the registry.

C Identification (to protect your investment)

Individual: This form **must** be accompanied by a certified copy of a photo identification document such as an Australian drivers licence or passport for each executor/administrator.

The certification must contain a statement that it is a 'true and correct copy' of the original. The certification must be original (that is, no photocopies or faxes). Documents can be certified by:

- | | | | |
|-----------------------------------|------------------------------------------|----------------------------------------------|--------------------------|
| ▪ Chartered Accountant | ▪ Member of the Police Force | ▪ Barrister or Solicitor | ▪ Pharmacist |
| ▪ Certified Practising Accountant | ▪ Australian Defence Force Officer | ▪ Diplomatic or Consular Officer | ▪ Notary Public |
| ▪ Postmaster | ▪ Legally qualified Medical Practitioner | ▪ Sheriff or Deputy Sheriff | ▪ Officer of the Court |
| ▪ Justice of the Peace | ▪ Manager of a Bank or Credit Union | ▪ Commissioner for Affidavits & Declarations | ▪ Minister of Parliament |
| ▪ Veterinary Surgeon | ▪ or Building Society | | ▪ Marriage Celebrant |

D Supporting Documentation

Attach a certified copy of the death certificate and grant of probate.

E Share Certificate(s)

Please ensure that you return the original share certificate(s). A new certificate will be issued reflecting the new name of the holding.

If the original share certificate has been lost or destroyed please also complete the relevant Certificate Replacement Request form. You may download this from <http://www.afsbendigo.com.au/share-registry-guides-and-forms/>

F Please return your completed form and documents to:

AFS & Associates Pty Ltd
Share Registry
PO Box 454
Bendigo VIC 3552

Privacy Clause: AFS & Associates Pty Ltd advises that Chapter 2C of the *Corporations Act 2001* requires information about you as a shareholder (including your name, address and details of the shares you hold) to be included in the public register of the entity in which you hold shares. Information is collected to administer your shareholding and if some or all of the information is not collected then it might not be possible to administer your shareholding. Your personal information may be disclosed to the entity which you hold shares. You can obtain access to your personal information by contacting us at the address or telephone number shown on this form. Our privacy policy is available on our website www.afsbendigo.com.au.

Liability limited by a scheme approved under Professional Standards Legislation.