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REQUIREMENTS FOR PRIVATE TRANSFER OF SHARES

i. All Share Certificates

a) The name in the certificate should correspond with that in ID card and transfer forms. If not, an affidavit should be sworn.

- b) The total amount of shares in certificate should correspond with those in the transfer forms
- ii. Affidavit showing relationship between transferor & transferee and expressing the intention by the transferee to transfer the shares to the transferor.
- iii. Supportive documents for proof of relationship between the transferor & transferee i.e. birth certificate and/or marriage certificate
- iv. Certified Copy of Transferor's & Transferee's ID card
- v. Indemnity for lost share certificates attached (where applicable)
- vi. Transfer forms obtainable from stockbrokers to be signed by both the administrator(s) and the beneficiary. All the above documents must be lodged with a stockbroker of choice to process.