

Application form to transfer investments held in another nominee into a Bank of Scotland ShareBuilder Account

To transfer your investments held in another broker's nominee account into your Bank of Scotland ShareBuilder Account, please **complete, sign and return this form** to:
The Stock Administration Department, Bank of Scotland Share Dealing, Lovell Park Road, Leeds LS1 1NS.
You can also use this form to transfer any HBOS Ordinary or Halifax Preference shares which are currently held in a HBOS Shareholder Account.

Please note that transfers into a Bank of Scotland ShareBuilder Account can only be made by those named on the account and who are also the beneficial holder(s) of the investments.

Bank of Scotland ShareBuilder Account Code: B S B . .

Please print in **CAPITALS**.

Full Names of ALL account holders
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Address including postcode
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Name & Address of current Stockbroker / Share Dealing Service / Other Nominee Service (in full)
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Nominee Account Reference
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Name of security/stock & class/nominal value (See note A)
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No. of shares to be transferred
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Book Cost (See note B)
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Note A - Please write in the name of the security to be transferred in full (e.g. XYZ Plc) followed by the class of stock/nominal value (e.g. Ordinary 25p).

Note B - Please enter the original total amount you paid for your investment (i.e. not amount per share). This would be the net contract value or 'book cost'. This will assist us in preparing a valuation for you.

Important: Bank of Scotland Share Dealing can only accept dealing instructions when the transfers have been completed and your shares have been re-registered into HSDL Nominees Limited; this may take between two to six weeks, depending on the processing time of your current broker.

I/We authorise the transfer of the above named investment(s) out of the above name(s) into the name of HSDL Nominees Limited. **All beneficial holders must sign below (including all joint holders):**

Signature(s) of ALL holders	Name in BLOCK CAPITALS	Date
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