

How to complete the Deceased Estate Standard Transfer Form

To minimise the risk of fraud, MUFG Corporate Markets has implemented a securityholder verification procedure for all off-market transfers of ASX listed securities.

Proof of Identity for all Executors/Administrators

Evidence will need to be provided with each transfer form to confirm the identity of the Executors/Administrators as the current owner of the securities to be transferred. The beneficiary(s) of the securities may also be required to provide identification to comply with the Know your Customer (KYC) requirements of the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF). If you are unsure, please call us on 1300 554 474 for further information.

Identification documents and eVerification (electronic verification of identity)

MUFG Corporate Markets can verify the identity of Australian and New Zealand individuals electronically using government issued identity documents such as passports, driver's licences and Medicare Card. If you consent to your identity being verified electronically, complete the identity documents section on the back of the attached transfer form at Section F.

Please choose either Option 1, 2 or 3. If you select option 2 or 3, send us a certified copy of the applicable identity document(s). Please DO NOT attach original documents as documents will not be returned. Proof of Identity documents will not be held on file and must be provided with each lodgement. If you are unable to provide the requested identity documents, please contact us for a list of alternatives that we can accept.

Option 1 – eVerification of Identity. Please complete section F on the transfer form

Option 2 - Please attach at least 1 document

Primary photographic i	identity document (Certified)
Drivers Licence (not expi	red)
Australian Passport (that	has not expired more than 2 years ago)
International Travel Document – foreign passport (not expired)	
Australian State or Territory Proof of Age Card or Identity Card (not expired)	
Foreign National Identity	Card (not expired)

Option 3 – Please attach at least 1 primary non-photographic document <u>and</u> 1 secondary non-photographic document. Alternatively, attach 2 Primary non-photographic identity documents

Drimary non	-photographic	identity o	locument	(Cartified)
Primary non	-bnotograbnic	; identity d	locument	(Certified)

Australian Birth Certificate or Extract of Birth including an Abridged Birth Certificate or a NSW Birth Card (please provide full birth certificate for a minor)

Australian Citizenship Certificate

Foreign Citizenship Certificate

Foreign Birth Certificate (please provide full birth certificate for a minor)

A Centrelink Pension card or Centrelink Healthcare card

Secondary non-photographic identity document which contains the person's name and residential street address (Certified)

A financial benefit notice issued by a Commonwealth, State or Territory agency within the last 12 months (benefit information blacked-out)

An income tax assessment notice issued within the last 12 months (TFN, income and tax information blacked-out)

A local government notice (e.g. council rates) or utilities notice (e.g. power, gas or phone bill) issued within the last 3 months

A Medicare or Private Health Insurance refund notice issued within the last 3 months (medical practitioner information blacked-out)

An insurance policy for a house, property, home contents or motor vehicle issued within the last 12 months

A vehicle registration notice or third party insurance notice (e.g. NSW Greenslip) issued within the last 12 months

All foreign language documents must be accompanied by an English translation prepared by an accredited translator

Depending on the type of estate, additional information may be required;

Additional Documents

Individual	Documentation requested above
Joint Holders • Documentation requested above for each surviving joint holder	

Help

If you need help completing this transfer, please contact our office on 1300 554 474.

How to complete the Deceased Estate Standard Transfer Form

(when transferring securities in a listed or unlisted company or trust)

Note: The original transfer form needs to be returned to MUFG Corporate Markets. Fax/Email/Photocopies cannot be accepted as original signatures are required to be sighted.

A. Deceased Estate Details

Full Name of Company, Corporation or Trust in which securities are held

This is the actual NAME of the Share Company, Corporation or Trust in which the securities being transferred/sold are held.

Type of Security

This is either, Fully Paid Ordinary Shares, or Options, or Unsecured Convertible Notes, or Units, or Partly Paid Shares, etc...

Note: A separate standard transfer form must be completed for each different class of security and each different registered holding.

Deceased's Securityholder Reference Number (SRN)

The SRN can be found on issuer sponsored holding statements, dividend statements or certificates and starts with the letter "I".

The transfer cannot be processed without the seller's SRN.

Number of Securities to be transferred

The number of securities being transferred (numbers only required)

Full registered name(s) of the deceased

Enter the given and last name of the deceased as shown on securityholder documents.

Note: If the deceased has a "CHESS HIN", (CHESS HINs usually begin with an X or 0) then please contact the sponsoring broker, as the transfer is unable to be processed by us.

B. Beneficiary Details

Full name(s) of Beneficiary(s)

Enter the given and last names of the individual(s)/Trustee(s) or Company/Corporation acquiring the securities through this transfer. There is a maximum of three joint holders. Securities cannot be registered in an unincorporated trading name/business or in the name of a trust, a superannuation fund, a minor, or an estate or deceased person's name. If transferring into an existing holding you must write the name (and address) details of the existing holding **exactly** as they currently appear on the register.

Beneficiary's Securityholder Reference Number (SRN)

If the Beneficiary is an existing **issuer sponsored** holder of securities in the company, their SRN may be entered here. Note: If the Beneficiary has a "CHESS HIN", (CHESS HINs usually begin with an X or 0) then please contact the sponsoring broker.

Full postal address of Beneficiary(s)

Insert full address including the postcode. Only one address may be recorded, irrespective of the number of Beneficiaries.

C. Sign Here

a)

Executor(s)/

Executor(s)/Administrator(s) and Beneficiary(s) Signatures and the Dates MUST be signed, and circle capacity under signatures

	Administrator(s)	Probate requirements must also be complied with.
b)	Power of attorney of a Beneficiary	To sign as power of attorney (POA), you must have already lodged the Power Of Attorney with the registry or alternatively attach a certified photocopy of the Power of Attorney to this form.
c)	Companies	Two Directors OR a Director and Secretary OR Sole Director and Sole Company Secretary. Please ensure you sign in the appropriate boxes and circle your capacity.

When the holding is in the name of an estate, all Executor(s)/Administrator(s) are required to sign.

Note: Copies of documents forwarded must be **certified as a correct copy** by a person who under the Statutory Declarations Regulations 2018 has the power to certify documents e.g. JP, doctor, lawyer, accountant, judge etc. Any form or document that does not meet the transfer or identification requirements specified within this form will be returned without processing.

Important Note for transfers of unlisted securities – Stamp Duty

For securities that are **listed** on the Australian Securities Exchange (ASX) – stamp duty is **NOT** payable (unless the date signed is **before** 1 July 2001). For **unlisted** securities – transfer forms for unlisted securities must be submitted to the **Revenue Office** in the State or Territory where the Share Company was incorporated, or where the Trust was established for assessment and payment of stamp duty **before** sending to MUFG Corporate Markets (AU) Limited.

Payment of Fee

Where an Issuer's constitution permits securityholders being charged in connection with the registration of off-market transfers either expressly or through an empowering provision, a fee of \$55 (incl GST) is payable for the securityholder verification procedure.

Personal Information Collection Notification Statement: MUFG Pension & Market Services ("MPMS") advises that your personal information is collected by MPMS organisations for the administration of your investment as required or permitted by the *Corporations Act 2001* (Cth) and other legislation. Some or all of your personal information may be disclosed to contracted third parties, or related MPMS 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 https://www.mpms.mufg.com for a copy of the MPMS privacy policy, or contact us by phone on +61 1300 554 474 to request a copy.



Director (delete one)

All Registry communications to: MUFG Corporate Markets (AU) Limited A division of MUFG Pension & Market Services Locked Bag A14

Locked Bag A14
Sydney South NSW 1235 Australia
Email: support@cm.mpms.mufg.com
Website: au.investorcentre.mpms.mufg.com

DECEASED ESTATE STANDARD TRANSFER FORM

A DECEASED ESTATE DETAILS (Please use CAPITAL LETT	TERS)
Full name of Company, Corporation or Trust in which the securities are held	
Type of Security (eg fully paid, partly paid, stapled security, etc) Nu	mber of securities to be transferred
Securityholder Reference Number	
Tille Circa News (a)	
Title Given Name(s) Last Name	
E S T	+++++++
Executor(s)/Administrator(s) day time phone number Verification Procedures: For security purposes, the registration details	of the deceased and the authorisation to
transfer will be subject to verification. This verification process may include of the estate. Where verification cannot be carried out to the satisfaction	de contacting the legal representative(s)
rejected and returned with a request to provide additional information/d	
B BENEFICIARY(S) DETAILS (Please use CAPITAL LETTE	RS)
Title Given Name(s) or Company Name Last Name	
	++++++
Account Designation (if desired, eg <john a="" c="" smith="">)</john>	
Account Designation (in desired, eg Sonin Simili Arcz)	
DO Day (DMD) (so also d Day (Ours of the LATE)	
PO Box/RMB/Locked Bag/Care of (c/-)/Property name/Building name (if applicable)	
Unit Number/Level Street Number Street Name	
Suburb/Town	ate Post Code
Country (if not Australia) Beneficiary Secu	urityholder Reference Number
C SIGN HERE	
The Executor(s)/Administrator(s) of the deceased whose details are written above, transfers the securities shown above.	ove to the Reneficiary(s) and states
to the Beneficiary(s), the Issuer of the securities and the Issuer's share registrar that they are the legal representative	
authorised and entitled to transfer them to the Beneficiary(s). All Executor(s)/Administrator(s) must sign	
	or 3/Administrator
Date:	1
All Beneficiary(s) must sign	· •
All Beneficiary(s) must sign Beneficiary 1 Beneficiary 2 Benefic	ciary 3

Date: _____

D CHECKLIST			
Transfer form is fully completed, signed and dated	Any other additional documents are certified and included		
	Examples include but are not limited to: POA, Guardianship		
Certified copies of proof of identity from either Option 2	Orders, Grant of Probate or Letters of Administration, Notice of		
or Option 3 (on page 1) are provided or Option 1 eVerification has been selected - complete section F below	Appointment of Bankruptcy Trustee, Notice of Appointment of Administrator, Receiver or Liquidator of a Company etc.		
·	EMENT		
	ed to MUFG Corporate Markets (AU) Limited by post. Please ensure that all		
multiple transfers from the same seller are posted together as one lodgemen	t. Send all documentation to Locked Bag A14, Sydney South NSW 1235. Fax, be sighted. Only one set of identification documents is required from the seller		
F eVerification of Individual Executors / Ad	ministrators or Authorised Representative		
Option 1 – eVerification of Individual Executors / Administrators or Au	thorised Representative		
Tick ✓	<u> </u>		
Below Primary identity document of each Executor(s) / Administra	tor (s) or Authorised Representative, signing this transfer form		
Full Name - Executor / Administrator 1, or Authorised Representative	Full Name - Executor / Administrator 2, or Authorised Representative		
Residential Street Address	Residential Street Address		
Chata/Tarritany, Doct Code / 7ia Code	Chata/Tarritany Post Code / Zin Code		
Suburb/Town State/Territory Post Code / Zip Code	Suburb/Town State/Territory Post Code / Zip Code		
Country (if not Australia) Date of Birth DD/MM/YYYY	Country (if not Australia) Date of Birth DD/MM/YYYY		
DD / MM / YYYY	DD / MM / YYYY		
I confirm that I am authorised to provide the personal details presented	I confirm that I am authorised to provide the personal details presented		
and I consent to the information being checked with the document issuer or official record holder via third party systems for the purpose of confirming my identity.	and I consent to the information being checked with the document issuer or official record holder via third party systems for the purpose of confirming my identity.		
Select 2 choices	Select 2 choices		
Group 1 Select at least one option and complete the document details below exactly as	Group 1 Select at least one option and complete the document details below exactly as		
shown on the document.	shown on the document.		
Australian passport Australian driver's licence issued New Zealand passport New Zealand driver's licence	Australian passport Australian driver's licence issued New Zealand passport New Zealand driver's licence		
by a state or territory Australian citizenship certificate New Zealand driver's incence New Zealand driver's incence	by a state or territory Australian citizenship certificate New Zealand driver's ficerice New Zealand birth certificate		
Australian ImmiCard New Zealand citizenship certificate New Zealand citizenship certificate	Australian ImmiCard New Zealand citizenship certificate		
Australian birth certificate (must match your name in the register)	Australian birth certificate (must match your name in the register)		
See important notes overleaf **	See important notes overleaf **		
State/Territory of Issue Document Number: e.g. DL number Expiry or Issue Date	State/Territory of Issue Document Number: e.g. DL number Expiry or Issue Date		
DD / MM / YYYY	DD / MM / YYYY		
Other information	Other information		
Note: For a drivers licence, please provide both the DL card number and DL number.	Note: For a drivers licence, please provide both the DL card number and DL number.		
Group 2 Select at least one option and complete the document details below exactly as shown on the document.	Group 2 Select at least one option and complete the document details below exactly as shown on the document.		
Medicare card Ref. Nbr:	Medicare card Ref. Nbr:		
Green Blue Yellow	Green Blue Yellow		
Centrelink Pension Card or Healthcare Card	Centrelink Pension Card or Healthcare Card		
Australian Electoral Roll (AEC)	Australian Electoral Roll (AEC)		
State/Territory Document Number: of Issue e.g. Medicare number Expiry or Issue Date	State/Territory Document Number: of Issue e.g. Medicare number Expiry or Issue Date		
DD / MM / YYYY	DD / MM / YYYY		
Other information	Other information		

Identification sources – you may choose one (1) source each from group 1 and group 2 OR you may choose two (2) sources from group 1. We are unable to accept only group 2 sources for eVerification.

Document number means the registration number of the document. This will typically be the driver's licence number, passport number, Medicare card number or birth certificate registration number etc.

** Important notes about birth certificates:

Only A.C.T. birth certificates issued from 1930 onwards can be verified electronically. If you were born in the A.C.T. before 1930 either select a different group 1 identification source or provide a certified copy of your birth certificate and also choose a group 2 identification source. For A.C.T. birth certificates issued between 1930 and May 2002, provide the **registration number** and also the **certificate issue date** e.g. 21 Jan 1963 using the 'Expiry or Issue Date' field. For A.C.T. birth certificates issued after May 2002, provide the **registration number** and **certificate issue date** and also provide the **certificate number** using the 'Other Information' field.

For N.S.W. birth certificates provide the registration number and the registration year e.g. 1952 using the 'Expiry or Issue Date' field.

For N.T. birth certificates provide the **registration number** and the **certificate issue date** e.g. 21 Jan 1963 using the 'Expiry or Issue Date' field <u>and</u> if your N.T. birth certificate was issued from 1999 onwards, also provide the **certificate number** using the 'Other Information' field.

For QLD birth certificates, provide the registration number and the registration date using the 'Expiry or Issue Date field above.

For S.A. birth certificates provide the **registration number** and the **certificate issue date** e.g. 21 Jan 1963 using the 'Expiry or Issue Date' field <u>and</u> also provide the **certificate number** (if any) in the 'Other Information' field. Typically, more recent S.A. birth certificates issued on multi-coloured or light blue paper will have a certificate number.

For TAS birth certificates provide the registration number and the registration year e.g. 1952 using the 'Expiry or Issue Date' field.

For VIC birth certificates provide the registration number and the registration year e.g. 1952 using the 'Expiry or Issue Date' field.

Only W.A. birth certificates issued from 1930 onwards can be verified electronically. If you were born in W.A. before 1930 either select a different group 1 identification source or provide a certified copy of your birth certificate and also choose a group 2 identification source. For W.A. birth certificates issued from 1930 onwards, provide the **registration number** and the **registration year** e.g. 1952 using the 'Expiry or Issue Date' field **and** provide the **registration district** noted on birth certificates typically issued between 1930 and 1983 using the 'Other Information' field.



All Registry communications to:
MUFG Corporate Markets (AU) Limited
A division of MUFG Pension & Market Services
Locked Bag A14
Sydney South NSW 1235 Australia
Email: support@cm.mpms.mufg.com
Website: au.investorcentre.mpms.mufg.com

OFF MARKET TRANSFER FORM

м
/_\

PAYMENT OF FEE

A fee of \$55.00 (GST inclusive) applies for each transfer 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 transfers from the same seller (registration details must be an exact match) are received by MUFG Corporate Markets (AU) Limited at the same time. Payment options are:

OPTION 1: Pay By Credit Card	l or Debit Card	
Visa	MasterCard	
No other credit cards will be accept	red	
Card Number		Expiry Date (MM/YY)
Name on Card		
Signature of Cardholder	Total \$] ,
Or		
OPTION 2: Pay By Cheque, M	oney Order or Bank Cheque	
Cheque/Money Order/ Bank	k Cheque – payable to MUFG Corporate Markets (AU) Limited in Australian currency	
A receipt for this payment will	I ha issued to the coller	



Company or Trust in which investment is held – THIS MUST BE COMPLETED

(The full name of the Share Company or Trust in which the securities being transferred are held)

Website: at

Full Name(s) of Registered Holding
(Enter the given and last names of all securityholder(s) shown on the securityholder documents)

Account Designation

All Registry communications to:
MUFG Corporate Markets (AU) Limited
A division of MUFG Pension & Market Services
Locked Bag A14
Sydney South NSW 1235 Australia
Email: support@cm.mpms.mufg.com
Website: au.investorcentre.mpms.mufg.com

Desistant Address	
Registered Address (The actual address that is shown on the securityholder documents)	
	Securityholder Reference Number (SRN)
Postcode	
A STATUTORY DECLARATION AND INDEMN	NITY NEXT OF KIN
Please complete this form in BLACK INK using capital letters. Photocopies will not be accepted.	
1. Description of Securities (Shares, Options, etc) Number of Securities	curities held
I/We do solemnly and sincerely declare that I/We wish to make the following declaration under the Statu I/We am/are the next of kin entitled to apply for Letters of Administration of the estate of the registered ho The above named securityholder to the best of my/our knowledge and belief, died without leaving a will been for or made and no application for such grant will be made. I/We hereby request that the securities be registered in my/our name(s) and address as detailed below. I/We hereby request that the securities be registered in my/our name(s) and address as detailed below.	older of the securities detailed above.
7. Address to be recorded on the Register. Only one address can be shown.	
Unit Number/Level Street Number Street Name or Post Office Box (if applicable).	
Suburb/Town	State Post Code
In consideration of the company permitting me/us to deal with the securities now registered in the name of th	a deceased without a grant of Probate or Letters of Administration
In consideration of the company permitting ments to dear with the secondes how registered in the halfe of the lower like to indemnify and keep indemnified the company, the directors and trustees of the composition of the company and the company of the composition of the composit	pany, MUFG Corporate Markets (AU) Limited and the directors and s, actions, proceedings, demands, costs and expenses whatsoeve pply for a grant of Probate or Letters of Administration if and whe
B SIGNATURE OF NEXT OF KIN – THIS M	UST BE COMPLETED
Next of Kin Next of Kin	

HOW TO COMPLETE THIS FORM

In the State of

Title

Date

A Statutory declaration and indemnity next of kin Enter the following in the spaces provided.

Declared at

Before me

Signature

 A brief description of the type of security eg. fully paid; stapled securities etc and the number held in figures.

- 2-5 Nothing to complete.
- 6. Full name(s) of the Next of Kin.
- Address of Next of Kin. Only one address.

Important notice: If the holding is a broker sponsored holding in CHESS, do not send this completed form to MUFG Corporate Markets. You must contact the sponsoring broker.

Signature – The next of kin(s) must sign and declare the statements therein before a prescribed witness such as a Justice of the Peace.

Personal Information Collection Notification Statement: MUFG Pension & Market Services ("MPMS") advises that your personal information is collected by MPMS organisations for the administration of your investment as required or permitted by the Corporations Act 2001 (Cth) and other legislation. Some or all of your personal information may be disclosed to contracted third parties, or related MPMS 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 https://www.mpms.mufg.com for a copy of the MPMS privacy policy, or contact us by phone on +61 1300 554 474 to request a copy.



Locked Bag A14 Company or Trust in which investment is held – THIS MUST BE COMPLETED Sydney South NSW 1235 Australia (The full name of the Share Company or Trust in which the securities being transferred are held) Email: support@cm.mpms.mufg.com Website: au.investorcentre.mpms.mufg.com Full Name(s) of Registered Holding (Enter the given and last names of all securityholder(s) shown on the securityholder documents) **Account Designation** Registered Address (The actual address that is shown on the securityholder documents) Securityholder Reference Number (SRN) **Postcode** SMALL ESTATE STATEMENT AND INDEMNITY Please complete this form in BLACK INK using capital letters. Photocopies will not be accepted. 1. Description of Securities 2. Number of Securities held (Shares, Options, etc) I/We do solemnly and sincerely declare I am/we are the legal representative(s) for the above deceased estate. 3. Full name(s) of Executor(s) or Administrator(s) 4. Address of Executor(s) or Administrator(s). Only one address can be recorded. Unit Number/Level Street Number Street Name Post Code Suburb/Town State 5. I/We request the security issuer to permit transmission of the securities detailed above to ourselves as legal representative(s) of the estate without requiring a Grant of Probate or Letters of Administration or reseal of grant of probate to be obtained in the state of: (Australian State or Territory where the securities are registered) In consideration of the security issuer registering the security issuer, the hereby covenant to indemnify and forever keep indemnified the security issuer, the directors and the trustees of the security issuer, the security registrar and the directors and officers of the security registrar from and against all losses in respect thereof and all claims, actions, proceedings, demands, costs and expenses whatsoever which may be made or brought against them by reason of compliance with this request. 6. Contact Name Telephone Number (Business Hours) Telephone Number (After Hours) SIGNATURE(S) OF EXECUTOR(S)/ADMINISTRATOR(S) – THIS MUST BE COMPLETED Executor/Administrator (delete one) Executor/Administrator (delete one) Executor/Administrator (delete one) Witness Witness Witness

HOW TO COMPLETE THIS FORM

A Small estates statement and indemnity. Enter the following in the spaces provided:

and has/have signed in the presence of the witness with their normal signature(s).

The witness(es) certifies that the person(s) who has/have signed this statement is/are known to them

- 1. A brief description of the type of securities eg. shares, options etc.
- 2. The number of securities held in figures.
- 3. The full name(s) of all Executor(s) or Administrator(s).
- 4. 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.
- The Australian State or Territory where the securities are registered.

Date:

All Registry communications to: MUFG Corporate Markets (AU) Limited A division of MUFG Pension & Market Services

A contact name and telephone number of a person in the event that the registry has a query regarding this form.

Important notice: If the holding is a broker sponsored holding in CHESS, do not send this completed form to MUFG Corporate Markets. You must contact the sponsoring broker to lodge a Small Estates Statement and Indemnity.

Signature – All Executor(s)/Administrator(s) must sign in the presence of a witness who is known to them.

Personal Information Collection Notification Statement: MUFG Pension & Market Services ("MPMS") advises that your personal information is collected by MPMS organisations for the administration of your investment as required or permitted by the Corporations Act 2001 (Cth) and other legislation. Some or all of your personal information may be disclosed to contracted third parties, or related MPMS 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 https://www.mpms.mufg.com for a copy of the MPMS privacy policy, or contact us by phone on +61 1300 554 474 to request a copy.