BANK OF SCOTLAND
SHARE DEALING

TRANSFER FORM G

Application form to transfer certificated investments into a Bank of Scotland ShareBuilder Account

To transfer your existing certificated investments into your Bank of Scotland ShareBuilder Account, please **complete, sign and return this form, together with your share certificate(s) and Crest Transfer Form(s)** to: The Stock Administration Department, Bank of Scotland Share Dealing, Lovell Park Road, Leeds LS1 1NS.

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	**Address** including postcode
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Shareholder(s) names as shown on the certificate ***(See note A)*** Surname Forename	**Name of security/stock & class/nominal value** ***(See note B)***	**No. of certificates enclosed**	**Total no. of shares to be transferred**	**Book Cost** ***(See note C)***
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Note A – Please write in the name(s) of all shareholders exactly as they appear on the share certificate. If any of the name(s) are spelt incorrectly on the share certificate, please give the incorrect spelling.

Note B - Please write in the name of the investment in full (e.g. XYZ Plc) followed by the class of stock/nominal value (e.g. Ordinary 25p). The class/nominal value will be shown on the certificate(s).

Note C - 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.

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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