

## STANDARD TRANSFER FORM

Please complete the following details regarding your investment. Once completed please forward to our registry.

### A Name of Fund/Scheme

Form 120

### B Description of Securities

Class

ORD

Quantity (In words)

Quantity (number)

Consideration (in words)

Consideration (dollars)

\$ , , .

Date of Transfer

/ /

### C Details of Transferor/s [Seller/s]

Reference Number (if known)

Name of registered Investor

Name of second joint registered Investor (if applicable)

Name of third joint registered Investor (if applicable)

### D Details of Transferee/s [Buyer/s]

Reference Number (if known)

Name of registered Investor

Name of second joint registered Investor (if applicable)

Name of third joint registered Investor (if applicable)

## **E** Transferee/s [Buyer/s] Contact Details

### **Print Your Residential Address Here**

Street Number / Street Name

Suburb / Town

State

Post Code

### **Print Your Postal Address Here** (if the same as residential address write 'as above')

PO Box Number/Street Number/Street Name

Suburb / Town

State

Post Code

### **Contact Details**

Telephone Number (home)

Telephone Number (work)

Telephone Number (mobile)

Email Address

## **F** Declaration

### **Transferor/s [Seller/s]**

I/We hereby transfer the above securities to the transferee(s) named above.

I/We have not received any notice of revocation of Power of Attorney under which this transfer is signed.

Investor 1

Investor 2

Investor 3

Date:                    /                    /

Date:                    /                    /

Date:                    /                    /

### **Transferees/s [Buyer/s]**

I/We agree to be bound by the Constitution of the above Fund/Scheme.

Investor 1

Investor 2

Investor 3

Date:                    /                    /

Date:                    /                    /

Date:                    /                    /

# HOW TO COMPLETE THE STANDARD TRANSFER FORM

**A Name of Fund/Scheme:** Enter the name of the Fund/Scheme here.

**B Quantity:** Enter the number of units being transferred  
**Consideration:** Enter the total purchase price for the units here.

**C Full Name(s) of Transferor(s)/Seller(s):** Enter the full name(s) of the Investor(s) as they appear on the Register.

**D Full Name(s) of Transferee(s)/Buyer(s):** Enter the full name(s) you wish to appear on the register. You should refer to the table below for the correct form of registerable names.

Full Name(s) of Buyer(s)	Correct Format of Registerable Name	Incorrect Format
<b>Individual</b> * Use given names, not initials	John Alfred Smith	J A Smith
<b>Company</b> *Use company name, not abbreviations	ABC Pty Ltd	ABC P/L or ABC Co
<b>Trust</b> *Use Trustee(s) personal names *Do not use the name of the trust	Sue Smith <Sue Smith Family>	Sue Smith Family Trust
<b>Superannuation Funds</b> *Use name of trustee of fund *Do not use the name of the fund	John Smith Pty Ltd <Super Fund A/c>	John Smith Pty Ltd Superannuation Fund
<b>Deceased Estates</b> *Use executor(s) names *Do not use the name of the deceased	Michael Smith <Est John Smith A/c>	Estate of Late John Smith

**E Transferee(s)/Buyer(s) contact details:** Enter the residential address, postal address, telephone number(s) and email address for all transferee(s)/buyer(s) here.

**F Signatures:** The Seller(s) and the Buyer(s) must sign this form as follows in the spaces provided and in accordance with the original application form.

**Joint Holding:** Where the investment is in more than one individual's name, all parties must sign for the transfer to be executed.

**Companies:** A Director can sign jointly with another Director or a Company Secretary. A sole Director of a corporation can sign alone, pursuant to s204A of the Corporations Act. Please indicate the office held by signing in the appropriate space. The company seal should be affixed if the constitution requires.

**Power of Attorney:** To sign as Power of Attorney, you must have already lodged certified documents with the Registry. Alternatively, attach an originally certified photocopy of the Power of Attorney to this form when you return it.

## Lodgment of Form

Please send completed Standard Transfer Form to:

Registry Officer  
Clarence Property Corporation Limited  
PO Box 1478  
BALLINA NSW 2478

or scan and email your  
Standard Transfer Form to:  
invest@clarenceproperty.com.au