

Request for Payment of Interest or Dividends (Above this line for official use Only)

Please complete in BLOCK CAPITALS using black ink and return in accordance with the instructions overleaf to:
Lloyds TSB Registrars, The Causeway, Worthing, West Sussex BN99 6DA. Tel:0870 600 3994 unless box 6 applies

1 Name of company in which shares are held

Shareholder Reference Number (if known)

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2 Full name and address of the first named holder (see section 7)

Name
Address
Postcode

Account Designation (if any)

--

Daytime Telephone Number

--

3 Full name(s) of other holders (including Deceased if applicable)

Name

Name

--

Name

Deceased (if applicable)

--

4 Signatures

This form must be signed by ALL the registered holders, executors(s) or administrators(s)

When completed on behalf of a corporate body, each signatory should state the representative capacity e.g. Company Secretary Director

Signature (1)

Signature (3)

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Signature (2)

Signature (4)

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Date

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5 Name and address of Bank, Building Society or person

Please forward until further notice all future interest or dividends to which I/we become entitled for the company detailed in section 1 to the branch of the Bank or Building Society detailed in section 5 or to such other branch of the organisation as that Bank or Building Society may from time to time request.

Name

Account name

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Address

Branch sort code

--	--	--	--	--	--	--	--	--	--

Account number

--	--	--	--	--	--	--	--	--	--

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Postcode

Building Society reference or roll number if applicable

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6 Stamp of Bank or Building Society

If the holder is a corporate body the stamp of the bank or building society is required. For personal shareholders the stamp is required where payment is being made other than to the sole or first named holder. The branch stamp is required, to confirm that the signature(s) in box 4 is that of the shareholder(s) or an authorised signatory, before returning to the registrar.

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7 Notes

1. Where shares are in the name of a deceased holder, instructions signed by the executor(s) or administrators(s) should indicate the name of the deceased.
2. Payment in accordance with these instructions discharges the company and registrar from any further liability.
3. The registrar reserves the right to require additional confirmation to signature.

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1 Name of company in which shares are held

Registrars look after many companies. Enter the name of the company you have invested in as stated on your share certificate, tax voucher or other documentation from the company. If you leave this box blank the form will have to be rejected.

Shareholder Reference Number (if known)

2 Full name and address of the first named holder (see section 7)

Name

Account Designation (if any)

Address

Daytime Telephone Number

Clearly print your name and address as it appears on your share certificate, tax voucher or other documentation from the company. If you leave this box blank, the form will have to be rejected.

Postcode

3 Full name(s) of other holders (including Deceased if applicable)

Name

If your shares are held jointly, state the second and any subsequent names as they appear on your share certificate, tax voucher or any other documentation from the company. If you are the sole holder, leave this section blank.

Name

Deceased (if applicable)

4 Signatures

This form must be signed by ALL the registered holders, executors(s) or administrators(s)

When completed on behalf of a corporate body, each signatory should state the representative capacity e.g. Company Secretary Director

Signature (1)

You must sign and date the form. If you are signing on behalf of someone else using a Power of Attorney for example, you must ensure that the registrar has seen and noted your authority in its records.

Signature (3)

Signature (4)

Date

5 Name and address of Bank, Building Society or person

Please forward until further notice all future interest or dividends to which I/we become entitled for the company detailed in section 1 to the branch of the Bank or Building Society detailed in section 5 or to such other branch of the organisation as that Bank or Building Society may from time to time request.

Name

Address

Clearly print the full address. If you are paying dividends into a bank account for example, you should write the address of the branch where the account is held.

Postcode

Account name

Branch sort code

This is a six digit number, often separated by two dashes into three groups of two figures. It will be printed on your cheques or on a recent bank/building society statement.

Account number

Your account number will consist of up to 8 numbers and will be printed on your cheques, debit card or on a recent bank/building society statement.

Building Society reference or roll number if applicable

If applicable, this will be printed on a recent building society statement

6 Stamp of Bank or Building Society

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