

## Share Gift Internal Transfer Form



The Orr Mackintosh Foundation (ShareGift) is a company limited by guarantee.

Registered in England  
No. 3150478.

Registered Charity No.  
1052686

Registered Office:  
The Orr Mackintosh  
Foundation Ltd  
ShareGift  
6th Floor  
2 London Wall Place  
London  
EC2Y 5AU

[www.sharegift.org](http://www.sharegift.org)

### Donating Your Shares To ShareGift

#### About ShareGift

ShareGift (the working name of The Orr Mackintosh Foundation) is an independent UK registered charity which specialises in helping shareholders to dispose of small shareholdings whose value may make them uneconomic to sell. ShareGift works by collecting together these small lots of shares until there are enough to sell. The subsequent sales are done for them free of charge. The ultimate proceeds from selling shares create a pool of funds from which ShareGift's trustees make donations to a wide range of UK registered charities.

**THIS SERVICE IS COMPLETELY FREE OF CHARGE**

#### How to donate unwanted shares

Simply complete the ShareGift transfer form overleaf and return it to the Company's Registrars:

Computershare Investor Services PLC, The Pavilions, Bridgwater Road, Bristol BS99 6ZZ.

If a sole shareholder has died, please send a sealed copy of the grant of probate. If a joint shareholder has died, please send a certified copy of the death certificate. If Computershare has already seen these documents, there is no need to send them again.

The shares will then be transferred into the name of The Orr Mackintosh Foundation (ShareGift).

#### Charities which benefit

ShareGift has distributed millions of pounds to hundreds of different UK charities so far. Share donors are welcome to suggest charities for consideration. If you have a charity suggestion, please do not write this on the transfer form or send this to Computershare. Instead, send your duly completed transfer form, and suggested charity to ShareGift at the adjacent address. Further information on ShareGift's donation policy can be found at [www.sharegift.org](http://www.sharegift.org).

#### Tax information

Donating shares to charity in this way gives rise to neither a gain nor a loss for Capital Gains Tax purposes. It is also possible to claim income tax relief on the value of your donation. You may wish to keep a dated copy of your signed transfer form to assist you with any tax reclaim.

Information on giving shares to charity and further tax information are available from the HM Revenue & Customs website: [www.gov.uk/donating-to-charity/donating-land-property-or-shares](http://www.gov.uk/donating-to-charity/donating-land-property-or-shares).

#### Further information

If you need any help or further information about ShareGift, you can contact them on +44 (0) 20 7930 3737. ShareGift can also accept shares held in other companies and shares which are held in certificated form. They can also facilitate larger donations of shares. This form can only be used to transfer the shares which you have specified in your correspondence with Computershare Investor Services PLC. Please contact ShareGift for a separate transfer form if you have other shares which you wish to donate charitably.

Name of Company in which Shares are held. The company name must be specified.



All correspondence to:  
**Computershare Investor Services PLC**  
The Pavilions  
Bridgwater Road  
Bristol BS99 6ZZ  
Telephone 0370 702 0000  
Textphone 0370 702 0005  
DX 78139 Bristol  
www.computershare.com

Name and Address of first named shareholder and names of all other shareholders

Account Designation (if any)

Company Code (if known)

Shareholder Reference Number (SRN)

Your SRN starts with 'C' 'I' or 'G' followed by 10 digits

## ShareGift Internal Transfer Form

**Kindly Note:** This form is issued only to the addressee(s) and is specific to the unique designated account printed hereon. This personalised form is not transferable between different (i) account holders; or (ii) uniquely designated accounts. The Company and Computershare Investor Services PLC accept no liability for any instruction that does not comply with these conditions.

### A. Number of Shares to be donated

Number of shares you wish to donate.

In Figures

In Words

### B. Transferor Signature(s)

For details of who needs to sign this form, please see the notes on how to complete this form.

I/We hereby certify that the transaction effected by the instrument does not form part of a larger transaction or series of transactions in respect of which the amount or value, or aggregate amount or value, of the consideration exceeds £1,000.

**Any residual entitlement to dividends due on my/our shareholding should be paid to the charity ShareGift.\***

(\*Please delete if any residual cash dividend due should be paid to you.)

Each registered holder, executor or administrator must sign this form. A body corporate should request under its common seal or otherwise in accordance with the applicable statutory requirements. I/we agree to be bound by the terms and conditions and am instructing Computershare Investor Services PLC to conduct the service offered.

By completing this form I/we declare that I/we have the right to transfer these shares free from any liens, charges and other third party rights.

If you choose to transfer your shares you will need to fill in the personal details below. For Deceased holders, you will need to fill in the personal details of the Deceased and sign on their behalf. Please refer to the enclosed User Guide for information on how to fill out the below fields. If you do not have the required National ID or it is not required for your nationality then please complete the Nationality, National ID Type and Date of Birth boxes so we can generate an ID for you where possible. **Without this information we may not be able to carry out your transaction request.**

#### 1st Named Holder

Full Name as it appears on the form above (Please Print)

Nationality

National ID Type

Date of Birth

National ID or LEI

Signature (Please sign in the box below)

Date



**2nd Named Holder**

Full Name as it appears on the form above (Please Print)

Nationality

National ID Type

Date of Birth

National ID or LEI

Signature (Please sign in the box below)

Date

**3rd Named Holder**

Full Name as it appears on the form above (Please Print)

Nationality

National ID Type

Date of Birth

National ID or LEI

Signature (Please sign in the box below)

Date

**4th Named Holder**

Full Name as it appears on the form above (Please Print)

Nationality

National ID Type

Date of Birth

National ID or LEI

Signature (Please sign in the box below)

Date

**C. Transferee Details**

THE ORR MACKINTOSH FOUNDATION LIMITED

House Number

Post Code

Street/Road Name/  
City/County

SHAREGIFT, 6TH FLOOR, 2 LONDON WALL PLACE, LONDON

## Personal Details User Guide

The accompanying form will have the 4 boxes below which relate to the information in the tables on page 2 of this User Guide. The example below shows which information goes in which box on the form. **If you do not provide the details required we may not be able to carry out your transaction request as regulation requires us to collect them.**

**EXAMPLE ONLY! Please see the tables over the page to find the details that apply to your nationality:**

Nationality	National ID or LEI				National ID Type				Date of Birth				
G B R	N	J	5	4	9	9	1	R	N	I	D	N	25 / 05 / 1984

This is the unique 3 digit Nationality Code

Regulation requires us to collect the highest priority ID type that you possess. The relevant National IDs and related priority for your country are shown in the appropriate table on the next page.

If you provide an ID which is not the highest priority ID listed, then you are certifying that you are supplying the highest priority ID in your possession.

For some countries we are allowed to create a 'Computershare Generated' ID. If you require us to generate an ID for you please leave the 'National ID' box blank and fill in the other 3 boxes.

For corporate bodies, such as solicitors, banks and building societies, we only require the Legal Entity Identifier (LEI.) The other boxes may remain blank. If you are unsure if you're eligible for an LEI or require more information on applying for one, please visit [www.gleif.org](http://www.gleif.org)

Enter the appropriate National ID Type code:

- NIDN – National ID
- CCPT – Passport No.
- CONCAT – Computershare Generated ID

Enter your date of birth in DD/MM/YYYY format

### Why do I need to provide these details?

Under the Markets in Financial Instruments Regulations we need to report the details of anyone wishing to sell shares or other securities.

### Who needs to provide their details?

We **DO** need details for:

- All individuals on the account including: > Joint Holders; > Deceased Holders; > Anyone instructing under a Power of Attorney

We **DO NOT** need details for:

- Executors of a deceased estate;
- Any Attorneys not requesting the sale

### What if I have Multiple Nationalities?

If you have Multiple Nationalities, please refer to the rules below

- **Multiple Nationalities and only one is European** – Please provide details for the European nationality.
- **Multiple European Nationalities** – Please provide details for whichever country comes first on the 'European Countries' table. For example, if you are a national of Spain and Estonia, you should supply the Nationality Country Code for Estonia because it appears before Spain in the list.
- **Multiple non-European Nationalities** - Please provide details for whichever country comes first on the 'Non-European Countries' table. For example, if you are a national of Australia and Aruba, you should supply the Nationality Country Code for Australia because it appears before Aruba in the list.

