

## 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:  
PO Box 72253  
London  
SW1P 9LQ

[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.



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 'I' 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 Corporate Sponsored Nominee 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**

1.

THE ORR MACKINTOSH FOUNDATION LIMITED

House Number

Post Code

S W 1 P 9 L Q

Street/Road Name/  
City/County

PO Box 72253, 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										Date of Birth								
G B R	N	J	5	4	9	9	1	R							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 your date of birth in DD/MM/YYYY format

National ID Type	N	I	D	N
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Enter the appropriate National ID Type code:

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

### 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.

## European Countries

Country	Nationality Code	Priority 1 National ID	Priority 2 National ID (if you do not have Priority 1)	Priority 3 National ID (if you do not have Priorities 1 & 2)	National ID Type	Country	Nationality Code	Priority 1 National ID	Priority 2 National ID (if you do not have Priority 1)	Priority 3 National ID (if you do not have Priorities 1 & 2)	National ID Type
Austria-AT	AUT	Computershare Generated	CONCAT			Iceland-IS	ISL	Personal Identity Code (Kennitala)	NIDN		
Belgium-BE	BEL	Belgian National Number (Numéro de Registre National – Rijksregisternummer)	CONCAT			Italy-IT	ITA	Fiscal Code (Codice Fiscale)	NIDN		
Bulgaria-BG	BGR	Bulgarian Personal Number	CONCAT			Liechtenstein-LI	LIE	National Passport Number	CCPT	National Identity Card Number	COMCAT
Cyprus-CY	CYP	National Passport Number	CONCAT			Lithuania-LT	LTU	Personal Code (Asmens Kodas)	NIDN	National Passport Number	COMCAT
Czech Republic-CZ	CZE	National Identification Number (Rodné číslo)	CONCAT	Computershare Generated	CONCAT	Luxembourg-LU	LUX	Computershare Generated	CONCAT		
Germany-DE	DEU	Computershare Generated	CONCAT			Latvia-LV	LVA	Personal Code (Personas kods)	NIDN	Computershare Generated	COMCAT
Denmark-DK	DNK	Personal Identity Code	NIDN			Malta-MT	MLT	National Identification Number	NIDN	National Passport Number	COMCAT
Estonia-EE	EST	Estonian Personal Identification Code (Isikukood)	NIDN			Netherlands-NL	NLD	National Passport Number	CCPT		
Spain-ES	ESP	Tax Identification Number (Código de Identificación Fiscal)	NIDN			Norway-NO	NOR	11 Digit Personal ID (Foedelsnummer)	NIDN	Computershare Generated	COMCAT
Finland-FI	FIN	Personal Identity Code	NIDN			Poland-PL	POL	National Identification Number (PESEL)	NIDN	Tax Number (Numer Identyfikacji Podatkowej)	NIDN
France-FR	FRA	Computershare Generated	CONCAT			Portugal-PT	PRT	Tax Number (Número de Identificação Fiscal)	NIDN	National Passport Number	COMCAT
United Kingdom-GB	GBR	UK National Insurance Number	NIDN			Romania-RO	ROU	National Identification Number (Cod Numeric Personal)	NIDN	National Passport Number	COMCAT
Greece-GR	GRC	10 DSS Digit Investor Share	CONCAT			Slovenia-SI	SVN	Personal Identification Number (EMŠO: Enotna Matična Številka Občana)	NIDN	Computershare Generated	COMCAT
Croatia-HR	HRV	Personal Identification Number (OIB – Osobni Identifikacijski Broj)	CONCAT			Sweden-SE	SWE	Personal Identity Number	NIDN	Computershare Generated	COMCAT
Hungary-HU	HUN	Computershare Generated	CONCAT			Slovakia-SK	SVK	Personal Number (rodné číslo)	NIDN	National Passport Number	COMCAT
Ireland-IE	IRL	Computershare Generated	CONCAT								

## Non-European Countries

All non-European countries require the same National ID						Priority 1 National ID						Priority 2 National ID (if you do not have Priority 1)						Priority 3 National ID (if you do not have Priorities 1 & 2)					
Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code	Country Name	Code
Andorra - AD	AND	Bolivia (Plurinational State of) - BO	BOL	Carapap - CV	CUW	Guinea - GN	GIN	Kyrgyzstan - KG	KGZ	New Zealand - NZ	NZL	Macedonia (the former Yugoslav Republic of) - MK	MKD	Malta - ML	MLI	Oman - OM	OMN	Saint Helena, Ascension and Tristan da Cunha - SH	SHN	Turkey - TR	TUR		
United Arab Emirates (the) - AE	ARE	Bonaire, Sint Eustatius and Saba - BQ	BES	Christmas Island - CX	CRX	Guadeloupe - GP	GLP	Cambodia - KH	KHM														
Afghanistan - AF	AFG	Brazil - BR	BRA	Djibouti - DJ	DJI	Equatorial Guinea - GQ	GNQ	Kiribati - KI	KIR	Panama - PA	PAN												
Antigua and Barbuda - AG	ATG	Bahamas (the) - BS	BHS	Dominica - DM	DMA	South Georgia and the South Sandwich Islands - GS	SGS	Comoros (the) - KM	COM	Peru - PE	PER												
Anguilla - AI	AIA	Bhutan - BT	BTN	Dominican Republic (the) - DO	DOM	Guatemala - GT	GTM	Saint Kitts and Nevis - KN	KNA	French Polynesia - PF	PYF												
Albania - AL	ALB	Bouvet Island - BV	BVT	Algeria - DZ	DZA	Guam - GU	GUM	Korea (the Democratic People's Republic of) - KP	PRK	Papua New Guinea - PG	PNG												
Armenia - AM	ARM	Botswana - BW	BWA	Ecuador - EC	ECU	Guinea-Bissau - GW	GNB	Korea (the Republic of) - KR	KOR	Philippines (the) - PH	PHL												
Aruba - AW	ABW	Belarus - BY	BLR	Egypt - EG	EGY	Guyana - GY	GUY	Kuwait - KW	KWT	Mauritania - MR	MRT												
Antarctica - AQ	ATA	Belize - BZ	BLZ	Western Sahara - EH	ESH	Hong Kong - HK	HKG	Lebanon - LB	LBN	Mauritius - MU	MUS												
Argentina - AR	ARG	Canada - CA	CAN	Eritrea - ER	ERI	Heard Island and McDonald Islands - HI	HND	Kazakhstan - KZ	KAZ	Pakistan - PK	PAK												
American Samoa - AS	ASM	Cocos (Keeling) Islands (the) - CC	CCK	Ethiopia - ET	ETH	Christmas Island - CX	CXC	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Australia - AU	AUS	Costa Rica - CR	CRI	Fiji - FJ	FJI	Faroe Islands (the) - FO	FRO	Democratic Republic of Congo (the) - CD	COD	French Polynesia - PF	PYF												
Aruba - AW	ABW	Cuba - CU	CUB	Falkland Islands (the) - FK	FLK	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Åland Islands - AX	ALA	Cyprus - CY	CYP	Faroe Islands (the) - FO	FRO	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Azerbaijan - AZ	AZE	Cabo Verde - CV	CPV	France (the) - FR	FRA	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Bosnia and Herzegovina - BA	BIH	Comoros (the) - KM	KOM	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Barbados - BB	BBR	Cambodia - KH	KHM	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Bangladesh - BD	BGD	Chile - CL	CHL	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Burkina Faso - BF	BFA	China - CN	CHN	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Bahrain - BH	BHR	Colombia - CO	COL	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Burundi - BI	BDI	Costa Rica - CR	CRI	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Benin - BJ	BEN	Cuba - CU	CUB	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Saint Barthélemy - BL	BLM	Dominican Republic - DO	DOM	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Bermuda - BM	BMU	Dominican Republic - DO	DOM	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												
Bruni Darussalam - BN	BRN	Dominican Republic - DO	DOM	French Polynesia - PF	PYF	French Polynesia - PF	PYF	Central African Republic (the) - CF	CAF	French Polynesia - PF	PYF												