

Completing a Winterflood stock transfer form

Consideration money – if shares are being exchanged as consideration we need a value for these shares to be able to calculate the duty. Stamp duty is incurred where the unit/shares are being transferred to someone that has purchased them from the current holder or they are otherwise being exchanged for something of value in monetary terms.

Stamp duty – is payable on share transfers at 0.5 per cent per transfer, rounded up to the nearest £5. Therefore any transfer below £1,000 is £5. Since 13 March 2008, most documents transferring stock or marketable securities that were previously chargeable with £5 stamp duty will be exempt and will not need to be presented to HM Revenue & Customs (HMRC) for stamping. If the duty is more than £5 (i.e value £1,001 @ 0.5 per cent rounded up) then stamp duty needs to be paid. If you are in any doubt as to whether stamp duty applies to a particular transaction please, contact HMRC's Stamp Office Helpline.

If the transfer is a gift please write NIL in the Consideration money box. This will be the case, for example, when the units/shares are being transferred as a gift or distributed to the beneficiaries of a trust or deceased estate. It will also be the case when the legal title to units/shares are being transferred to or from a nominee with no change of the underlying beneficial ownership.

Full name of undertaking – name of company in which these shares/stocks are held.

Full description of security – the type of shares/stock, for example ordinary/preference, and in the case of shares, its nominal value. Please refer to the certificate(s) (where held) which state the nominal value of each share. In most cases this is '£1 ordinary shares'.

Numbers of amounts of shares, stock or other security – Number of shares being transferred in words, eg "fifty one pound ordinary shares". Figures – number of shares being transferred in figures eg "50 units of £1".

Names of registered holder (s) – full name(s) of the persons transferring these shares/stocks (registered holder). Please include any designation in the special box. This information should be written exactly as shown on that certificate.

Signature of transferor(s) – signature from the current shareholder i.e. the person(s) transferring the stock(s).

Date – The date on which the transfer form is completed must be shown.

Full name/address of person to whom the security is being transferred – name and address of new shareholder.

Winterflood Securities Ltd
The Atrium Building
Cannon Bridge House
25 Dowgate Hill
London
EC4R 2GA

Stamp of buying broker – leave blank

Stamp of person lodging form – leave blank

Please ensure that page 2 of the form is signed



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