

Portfolio Management Service Closure form



Investor details

Investor surname or company name

Investor given name

Joint investor surname

Joint investor given name

Account name

Account number

1. Treatment of assets

Please select only one of the boxes below. Before making a decision, we recommend that you consult your financial adviser about the tax implications of the transactions listed below.

Custodial holding(s)

- I/We would like Australian Executor Trustees (AET) to transfer the listed securities and managed funds listed in section 5 to another broker/institution. I/we confirm that the other broker/institution has agreed to accept these assets. Please complete sections 3, 4, 5, 6, 7 and 8.
- I/We would like to sell all assets in the above named account. Please complete sections 3, 6, 7 and 8.

Note: to sell ASX listed shares and wholesale or retail managed funds, you will need to instruct your financial adviser who can place the order via AET My Portfolio. All redemption proceeds will be paid to your AET Cash Account. If you do not have a financial adviser, a signed letter with your instruction will be accepted.

or

Own name holding(s)

- I/We have changed the address and banking details of all assets listed in section 5 and would like to remove the assets from my/our PMS account. Please complete sections 2, 3, 5, 6, 7 and 8.
- I/We confirm that I/we have transferred all of the investments listed in section 5 into another name and address and I/we would now like these assets to be removed from my/our PMS account. Please complete sections 5, 6, 7 and 8.
- I/We would like to sell all assets in the above named account. Please complete sections 3, 6, 7 and 8.

Note: you will need to provide us with individually signed original redemptions instructions for each retail managed fund and we will process the request. All redemption proceeds will be paid to your AET cash account. For ASX listed shares, you will need to instruct your financial adviser or broker to place the sell order(s) as we cannot place these trades for you.

2. New address (own name holdings only)

I/We have changed the address of my/our ASX listed and/or retail managed funds to the address below:

Registered (postal) address

Suburb

State

Postcode

If assets are held under broker sponsorship – please provide name and contact details of broker

Telephone number

3. Bank account details

Please complete bank account details for credit payments, future dividends and distributions.

Account name

Name of financial institution

Branch name

Branch (BSB) number

 –

Account number

4. Transfer of custody holdings only

I/We would like AET to transfer investments, using the transfer method selected:

Issuer sponsored

Broker sponsored or institutions with:

Participant number

HIN

Broker's or institution's full name

Broker's firm

Broker's contact number

Transferee's name

Registered (postal) address

Suburb

State

Postcode

5. Asset details (Please list all assets that you are transferring or changing address. Do not include assets that you have asked us to sell.)

I/We would like to transfer all assets held in my/our PMS account. I/We authorise AET to transfer all assets listed on the AET Portfolio Valuation report. (Please indicate the CGT disposal date in the table below. If the table is left blank, no disposal will be applied.)

Asset name	ASX -or- APIR code	Shareholder reference number (SRN) -or- investor number	Is this a disposal for CGT purposes? Y/N	CGT disposal date (leave blank if no disposal)	Number of shares or units	CGT disposal price (leave blank if no disposal)

(Please consult your financial adviser about the tax implications of these investment transactions.)

6. Adviser details

Note: All closure paperwork and any future documents received by us after closure will be sent to the adviser listed below.

Adviser name

Registered (postal) address

Suburb

State

Postcode

Telephone number

7. Reason for closure

To help us improve our services, please indicate the reason for closing this account.

8. Investor declaration and signature

I/we understand that once a closure form is submitted to AET, all trading, interim payments and withdrawals on my/our account will cease. For asset transfers, if AET cannot process my request due to insufficient information, my request will be suspended until such time as I/we provide all required information.

Investor/director signature

Date

 / /

Joint investor signature

Date

 / /

Please return to us:

Fax 1800 254 180

Email forms@aetlimited.com.au

or post Australian Executor Trustees Limited

Administration Services

GPO Box 546

Adelaide SA 5001

Australian Executor Trustees Limited (AET) (ABN 84 007 869 794) AFSL 240023 is part of the EQT Holdings Limited (ABN 22 607 797 615) group of companies, listed on the Australian Securities Exchange (ASX:EQT).

AET seeks to maintain the accuracy of the personal information it holds about you to assist us in providing our services to you. This information is handled in accordance with our Privacy Statement in order to protect your personal information.

You can view our Privacy Statement on our website: <https://www.eqt.com.au/global/privacystatement>