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# **IMPORTANT INFORMATION: Read Before Proceeding**

This form is used to initiate transfers of shares and/or warrants from a Broker/Custodian to your CommSec International Shares account. CommSec does not accept the transfer of physical certificates, or securities from markets/jurisdictions it does not support.

Before completing the account transfer form:

- Ensure that the name on your account held with the Broker/Custodian matches the name on your CommSec International Shares account.
- Ensure that you only provide one CommSec International Shares account number as we can only accept a transfer to one International Shares account per form.
- Ensure to attach the most recent statement identifying the positions you want to transfer for the account held with the Broker/Custodian.
- Please complete all pages of this document and return to CommSecInternationalSettlements@cba.com.au for processing.
- For all transfer related enquiries please contact Us on <a href="mailto:shares@commsec.com.au">shares@commsec.com.au</a>. Please do not submit transfer related enquiries or incomplete transfer forms directly for processing.

For information on the fees and costs associated with requesting a transfer refer to the CommSec Financial Services Guide. Third party fees and taxed incurred from transfers will be passed through at cost. Please also consult with your delivering non-US based broker/custodian to determine if there will be any applicable fees for the transfer.

CommSec will only accept a transfer of US Micro-Cap shares if appropriate documents providing evidence the shares were purchased on the open market (i.e. on a public exchange through another broker) or were registered with the SEC pursuant to an S-1 or similar registration statement is provided. CommSec may choose to not accept transfers of certain US Micro-Cap shares and may temporarily restrict shares from being sold where additional information is required. The shares will remain free to transfer out to another broker during this time.

#### **Details of Transfer**

1. Receiving Account (Commsec)			
Name on Account:			
CommSec International Shares Account Number:			
2. Delivering Account (Broker/Custodian)			
Name of Broker/Custodian:	Broker/Custodian Account Number:		
Name on Account:			
Country of Broker/Custodian:			
Contact email for Broker/Custodian:			
Account type (tick only one box)			
Individual Joint Company Trust			



# Free of Payment Transfer In Form

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# 3. Assets (Shares and/or Warrants) To Transfer

List all the assets requested for transfer below.

If you require additional space, complete a new page 2 of the account transfer form and submit all pages as one transfer request.

Company name	Trading Exchange	Symbol/ISIN/CUSIP	Units to transfer

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## **Acknowledgement, Authorisation and Agreement**

I/We understand and acknowledge that all the information as shown on this form is complete and correct and agree that CommSec will rely on this information when actioning your request. I/We understand that CommSec reserves the right to not process this transfer at its own discretion. I/We understand that CommSec will automatically liquidate securities, convert currencies, and/or debit my linked bank account if the fees and taxes associated with this transfer exceed the funds available in the International Shares account.

I/We understand that to any extent any assets are not readily transferable, with or without penalties; such assets may not be transferred. Unless otherwise indicated, I/We authorize CommSec to liquidate any non-transferable proprietary money market fund assets that are part of the account and to transfer the resulting credit to CommSec. I/We authorize CommSec to deduct any outstanding fees and taxes associated with this transfer due to CommSec from the credit balance in the account. If the account does not contain a credit balance, or if the credit balance is insufficient to satisfy outstanding fees, I/We authorize the liquidation of assets by CommSec in the account and the application of the proceeds towards payment of the outstanding amount.

I/We agree to indemnify CommSec against all costs; expenses and losses incurred as a result of CommSec actioning your request save to the extent any such cost, expense or loss was incurred or caused as a result of CommSec's negligence, willful misconduct or fraud.

### 4. Receiving Account Acknowledgement

Account Holder / Director / Trustee 1	Account Holder / Director / Trustee 2
Full name	Full name
Date – DD / MM / YYYY	Date - DD / MM / YYYY
/ /	/ /
Client 1 Signature – Must be signed pen to paper	Client 2 Signature – Must be signed pen to paper
Account Holder / Director / Trustee 3	Account Holder / Director / Trustee 4
Full name	
	Full name
	Full name
Date – DD / MM / YYYY	Full name  Date – DD / MM / YYYY
Date – DD / MM / YYYY	
Client 3 Signature – Must be signed pen	Date – DD / MM / YYYY  / Client 4 Signature – Must be signed pen
	Date – DD / MM / YYYY
Client 3 Signature – Must be signed pen	Date – DD / MM / YYYY  / Client 4 Signature – Must be signed pen

Commonwealth Securities Limited ABN 60 067 254 399 AFSL 238814 (CommSec) is a wholly owned but non-guaranteed subsidiary of the Commonwealth Bank of Australia ABN 48 123 124 AFSL 234945. CommSec is a Market Participant of ASX Limited and Cboe Australia Pty Limited, a Clearing Participant of ASX Clear Pty Limited and a Settlement Participant of ASX Settlement Ptv Limited.

## How to submit your documents

Once completed and signed, please scan and email the form to: 

CommSec

Locked Bag 22, Australia Square NSW 1215