

# Securities transfer to another bank

## > Step 1: your request

I hereby request (please tick):

- the transfer of part of my portfolio (see attached copy of securities to be transferred).
- the transfer of my entire portfolio.

The transfer of securities entails a change of beneficial ownership:  YES  NO\*

\* Only tick 'NO' if the account at Keytrade Bank and the account at the other bank are owned by the same person(s). If, for example, you transfer from a joint account to an account owned by one of the holders, please tick 'YES'.

FROM :

My Keytrade Bank trading account number: <input style="width: 100px;" type="text"/>	
<b>Account holder 1</b>	<b>Account holder 2*</b>
Surname .....	Surname .....
First name .....	First name .....
Telephone.....	Telephone .....

TO :

Bank or broker where my portfolio should be transferred to : .....	
Contact : .....	Tél. : .....
Address : .....	
Trading account or portfolio number: .....	
<b>Account holder 1</b>	<b>Account holder 2*</b>
Surname .....	Surname .....
First name .....	First name .....

ATTENTION :

Please be informed that transfer charges will apply. The charges for a securities transfer to another bank or broker are € 50 excl. VAT (€60,50 incl. VAT) per line. If the cash balance of your trading account is insufficient, we are unable to start the transfer. Ensure the cash balance of your trading account is sufficient to avoid any processing problems.

Pending (not fully executed) orders will be removed before the transfer.

You will be unable to close or trade any positions during a current transfer. In view of possible longer processing times, we would like to draw your attention to the (extra) risks involved in the transfer of warrants, Turbos or other volatile securities.

Place ..... date .....

*Signature Account holder1*

*Signature Account holder2*

\* To be completed/signed in the case of a joint account.

## > Step 2 : submit your request

Send the signed request by email to [stock.transfers@keytradebank.com](mailto:stock.transfers@keytradebank.com). As soon as we receive the signed document and its attachments, we will start to process your request.

The duration of your transfer is highly dependent on your other bank or broker and the securities you are transferring. Funds<sup>1</sup> generally require more time (3 to 4 weeks) than listed investments (2 to 3 weeks).

<sup>1</sup>- Fund means «Undertaking for collective Investment». Undertaking for collective Investment is a general term used for different undertakings collecting money from the public and whose activity consists in managing an investment portfolio. The fund notion contains as well collective investment schemes in the form of an investment company (such as the Sicav or Sicaf) as the contractual funds (such as the Mutual Fund) and their sub-funds.