

Securities transfer - mandate

You would like to transfer (part of) your existing securities portfolio to Keytrade Bank, but you are dreading the formalities. Why not let us do this for you?

And because we appreciate the trust you have placed in our service, we will refund up to €2,500 in transfer charges. You will find more information about the terms and conditions of this promotion at the bottom of this form.

Complete the entire form, sign it and return it by post to Keytrade Bank.

> Step 1: your request

I hereby request (please tick your choice):

- the transfer of part of my portfolio (see attached copy of securities to be transferred).
- the transfer of my entire portfolio (see attached copy of securities to be transferred).
- the transfer of my entire portfolio (see attached copy of securities to be transferred) and the closure of my/our accounts.

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'.*

DETAILS OF YOUR ACCOUNT WITH YOUR CURRENT BANK OR BROKER:

My/Our securities are currently with the following bank or broker :

Contact : Tél. :

Address :

Trading account or portfolio number:

Account holder 1	Account holder 2*
Surname	Surname
First name	First name
Address	Address
.....

DETAILS OF YOUR KEYTRADE BANK ACCOUNT:

To the following Keytrade Bank trading account (if you are already a customer):

Account holder 1	Account holder 2*
Surname	Surname
First name	First name
Telephone.....	Telephone

Place date

Signature Account holder 1

Signature Account holder 2

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

> Step 2: Submit your request

Send the signed request with a **list of the securities to be transferred** to: stock.transfers@keytradebank.com.

WHAT WILL HAPPEN NEXT?

We will start the securities transfer for you as soon as we receive the signed document. We will contact the back office of your current bank. Depending on the securities to be transferred and the response speed of your current bank or broker, the transfer may take a few (2 to 4) weeks.

> Your (partial) transfer instructions

Quantity/ Nominal amount	Full name of the securities	ISIN code

> Terms and conditions for refunding transfer charges

Send us a summary of the incurred transfer charges within 6 months of the start of the securities transfer to your Keytrade Bank account. Please use the 'Securities transfer – Proof of charges' document and add a copy of the account statements with transfer charges.

- 1. Transfer charges can be refunded if:
 - you can buy the security online on the Keytrade Bank website and
 - the value of the transferred line is at least €500 (or the equivalent of €500 if the security is quoted in a different currency).

The charges for transferring securities that cannot be bought online with Keytrade Bank (securities that can only be sold online or that are traded by telephone, for example) or for which the value of the transferred line is lower than €500 (or the equivalent in a different currency) are not eligible for refund.

If you want to know in advance which securities in your portfolio are eligible for a transfer charge refund, contact our commercial service by phone on +32 2 679 90 00 or by e-mail at info@keytradebank.com.

- 2. The maximum refund for transfer charges is €2,500 per calendar year per legal place residence. The refund is paid into your Keytrade Bank custody account. If you perform several transfers within 12 months, the €2,500 maximum applies to all transfers together.

Keytrade Bank reserves the right to end the action or change the terms and conditions.

> Are you transferring funds¹?

- Do the securities you wish to transfer to Keytrade Bank include any (listed or unlisted) funds?

We advise you to communicate us the receipts of purchase for transactions in funds that are (partially) invested in funds.

- Why is this so important?

If you want to sell one of these funds in the future and Keytrade Bank does not have the exact date of purchase, Keytrade Bank will be obliged in the context of the capital gain tax in case of redemption to use the by law imposed fictive purchase date for the calculation of this tax. There is a chance that at the time of the sale you will be taxed on a 'fictitious' capital gain that is higher than what you actually received.

¹ - 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 Sicafi) as the contractual funds (such as the Mutual Fund) and their sub-funds.