

GUIDANCE ON COMPLETING THE FORM:

Step 1 - Complete the name and code of the company for which you want your dividends paid to your bank account. Please also complete your shareholder reference number and your full name. All of these can be found on recent dividend stationery or correspondence. Then add your name in full.

Step 2 - Your Bank sort code will consist of a six-digit number often separated by two dashes into three groups of two figures. Your Bank account number will consist of up to 8 numbers. Both of these will appear on your cheque book or recent bank statement.

Building Society reference or Roll Number – only complete if you hold your account with a Building Society. This will normally be found on a recent statement. Check with your Building Society if unsure.

Step 3 - Please make sure ALL registered holders sign the form.

Step 4 - If signing as a Power of Attorney please print your full name

Step 5 - Return the form to the address shown.

Please note: We will do everything to register your bank mandate request in time for the next dividend. However entitlement to a dividend is usually calculated one or two months before the dividend is actually paid. If your request is received after this time, you will receive your dividend by your existing payment method, but we will ensure that your instruction is registered for the subsequent payment.