

In specie transfer limited power of attorney | Macquarie Wrap

Transferring assets into your Macquarie Wrap account can often involve a number of documents that you need to complete and sign for each asset. To simplify the transfer process, you can complete this form to appoint Macquarie as your agent under a Limited Power of Attorney (LPOA). This will allow us to complete the transfer documentation, including multiple Australian Standard Transfer Forms (ASTFs) on your behalf. Once you've completed the LPOA we will be able to prepare transfer paperwork, liaise with the external parties and close any external accounts where you've requested we do so. You can login to our online client portal at any stage to see your portfolio come together in one consolidated view as assets are received.

Transfer requirements

Custodian/platform holding

Enclosed LPOA form
OR
ASTF for each asset



Portfolio Valuation report to identify your account number, quantity of relevant assets held by the custodian. Open tax lot history will need to be provided only if unable to be obtained from the external custodian/platform.

Broker or Issuer sponsored holdings

Enclosed LPOA form
OR
Broker transfer form or Issuer transfer forms for the assets being transferred



Broker: Latest portfolio valuation showing broker account number, account name, HIN and asset details.
Issuer: Latest holding statement showing SRN, registered name, address and SRN for each asset.
Open tax lot history will need to be provided for both Broker and Issuer requests.

Direct managed fund holding

Enclosed LPOA form
OR
ASTF for each asset



Latest holding statement
Open tax lot history.

Examples of transfers that the LPOA can and cannot be used for.



Can be accepted for LPOA

No change in beneficial ownership

Jane Smith > Jane Smith
Jane and John Smith ATF Smith Super Fund > Jane and John Smith
ATF Smith Super Fund



Cannot be accepted for LPOA

Change in beneficial ownership

Jane Smith > John Smith
Jane and John Smith > Jane and John Smith ATF
Smith Superannuation Fund

Change in Legal ownership¹

John Smith and Mary Smith ATF Smith Family Trust >
Smith Pty Ltd
ATF Smith Family Trust.

Some asset classes

Term Deposits
Domestic Fixed Income
International Listed Securities

1. Except for changes in legal ownership to move assets into your Macquarie Wrap Investment account.

In specie transfer limited power of attorney

Use this form to give Macquarie the ability to transfer listed securities, units in managed funds and residual cash into your Macquarie Wrap Investment account using a Limited Power of Attorney (LPOA).

This LPOA form cannot be used for Super/Pension accounts or Investment Accumulator accounts or where there is a change of beneficial or legal ownership (except for changes in legal ownership to move assets into your Macquarie Wrap Investment account).

By completing, signing and submitting this form, you authorise Macquarie Investment Management Limited (MIML, us, we), and any person authorised by us to do anything necessary or desirable to effect the in specie transfer of the assets listed in the completed annexure or attached holdings reports to this form into your Macquarie Wrap account.

The person/s or legal entity holding the Account must also be the 'Grantor' giving the Limited Power of Attorney.

LPOA Checklist

Check all assets to be transferred are available on the Investment Menu: macquarie.com.au/investmenu.

Check there are no de-listed or non-tradeable assets as these are unable to be accepted. Certain frozen/suspended assets can be accepted, please refer to our Suspended and Terminating Funds Register to determine whether the fund can be accepted into our different products.

Please attach a certified copy of the account holder's identification as it may be required by the external party.

Note: Certification must have occurred within the last 12 months of the submission date of this form.

Complete and sign the Limited Power of Attorney.

Attach a copy of your broker sponsored holdings, issuer sponsored statement or holdings reports for full transfer.

Provide complete and accurate details of the open tax lot history of each asset that is to be transferred.

Note: This will be required before the transfer can be instigated by Macquarie.

Check that Dividend Reinvestment Plans have been turned off to ensure your holdings remain static during the transfer process.

Confirm that the Macquarie Limited Power Of Attorney will be accepted for existing holdings.

Ensure that all external holdings account names match with the account that they are opening. If they do not match, a statutory declaration is required.

For Office Use Only

This section will be completed by the office actioning this request. This section will only be completed if the form is submitted after or in conjunction with an application form for the relevant account.

Macquarie Wrap account name:

Macquarie Wrap account number:

Macquarie Cash account details:

Limited Power of Attorney

Macquarie Wrap account name:

Macquarie Wrap account number:



Please ensure that the FULL account name is provided.

If you do not have an existing Macquarie Wrap account:

Application Number/Reference:

OAMQ00

By completing this section, I/We confirm that this request has been submitted with an application reference to the relevant account. I/We consent to Macquarie completing the 'Office Use Only' section to confirm the account details for this request once the associated application has been processed.

Is this a **closure** and **full transfer of assets** listed in the attached portfolio valuation or holdings report(s)?

Yes ► ***please provide external account details below AND Macquarie Cash Account Details (if available) AND complete section 4.***

Please then EFT the maximum remaining available cash to the Macquarie CMA, Cash Account or Wrap Cash Account as follows:

BSB - CMA/Cash Account/Wrap Cash Account number



Please note: If Macquarie CMA details are not provided, we will assume it is the CMA cash account that is linked to the Wrap account indicated above. Otherwise, we will open an account under the Application Number/Reference indicated above.

No ► ***please provide external account details below AND complete sections 3 AND 4.*** Please complete a ***separate section 3*** for each external account where you are completing a partial transfer to ensure your information stays private. Alternatively, you can attach a portfolio valuation indicating assets with their corresponding APIR/Security Codes displayed to be transferred instead of filling out separate copies of section 3.

On completion of the below transfer, please accept this letter as written notification to close the following accounts listed below.

External Account numbers or External Investor numbers:

Annexure A - List of assets to be transferred

External account name:

External account number:

Use this annexure to list specific assets to be transferred where you do not require ALL assets to be transferred.



Please note: Ensure that the FULL external account name is provided.

Asset (APIR/Security Code)

Quantity (in Units)

Asset (APIR/Security Code)

Quantity (in Units)


Signatures

I/We have read and understood this form, and instruct Macquarie to place the transactions to transfer the assets listed in the annexure to this form.

I/We acknowledge that I/We have received, read and understood the current Macquarie Wrap IDPS Guide and other relevant disclosure documents in respect of the assets.

I/We understand that where a voluntary corporate action is available for a security, MIML will consider this form as consent to transfer without the need to confirm participation with me/us. I/We consent to MIML providing direction to my/our existing broker/registry.

I/We acknowledge that under this authority MIML and its representatives will arrange with the issue sponsor, broker sponsor or custodian/provider (as relevant) to transfer the assets to my/out Macquarie Wrap account on my/our behalf. I/We consent that despite Macquarie's best efforts, third parties may request additional information from me/us.

 **Please note:** All external account holders must sign the form. Electronic or digital signatures will not be accepted.

Signature 1

Signature 2

Name 1

Date 1

Name 2

Date 2

Title

Title

If a company officer, your corporate title:

If a company officer, your corporate title:

Limited power of attorney

This form is to be completed and signed by the holder of the Macquarie Wrap account named in Annexure A.

1. Appointment of attorneys

I/We appoint:

- a. Macquarie Investment Management Limited ABN 66 002 867 003 ('**MIML**'),
- b. MIML's appointed custodian Bond Street Custodians Limited ('**BSCL**'), and
- c. each of MIML's and BSCL's representatives and employees jointly as listed in the below in section 7. BSCL Transfer POA signatory list and each of them severally as my/our attorneys (each an '**Attorney**')

I/We authorise the Attorneys to do anything which is reasonably necessary or desirable to transfer:

- a. the assets in the attached portfolio valuation and holding reports (including cash) (together, the 'Assets'), and
- b. the assets listed in Annexure A
to my/our Macquarie Wrap account.

2. What the Attorneys can do

This authorisation of the Attorneys includes:

- a. signing any documents or forms which the Attorneys reasonably believe are necessary or desirable to transfer the Assets (including cash) to my/our Macquarie Wrap account, including transfer or closure forms
- b. performing any acts that the Attorneys believe are reasonably necessary or desirable to transfer the Assets (including cash) to my/our Macquarie Wrap account, including signing, stamping and registering any documents or forms or entering transfer information into electronic message-matching systems
- c. providing share registries with details of my/our Macquarie Wrap account to facilitate direct credit of any dividend and investment income payments
- d. determining the date of any transfers of Assets and dating the relevant documents and forms
- e. providing instructions for any residual Assets (including cash) received by my/our Macquarie Wrap account after the initial transfers have been processed
- f. providing instructions to third parties to obtain reasonable information with regard to my/our external accounts, including but not limited to complete and accurate details of the open tax lot history of each Asset, and
- g. making enquiries about the status of assets and progress of transfers by phone, email or in writing.

I/We acknowledge and agree that the Attorneys will give effect to the transfers of the Assets in whatever timeframe the Attorneys believe are reasonable and appropriate in the circumstances.

3. Dividend reinvestment plans

The Assets can include additional securities received into my account through a dividend reinvestment plan ("DRP") after the date of this power of attorney. On completion of the transfers of the Assets, I/We authorise and direct the Attorneys to take whatever action is required to re-direct any DRP instructions in place in respect of the Assets, to my Macquarie Wrap account.

4. Conflicts

MIML is the operator of the Macquarie Wrap service. I/We acknowledge that the Attorneys may exercise a power under this power of attorney even if it may confer a benefit on the Attorneys, or involves a conflict of duty with a personal interest of the Attorneys.

5. Governing law

This power of attorney is governed by the laws of New South Wales.

6. Declaration

I/We declare and confirm that:

- a. I/We have the power to appoint the Attorneys on the terms set out in this power of attorney
- b. I am/We are the beneficial owner of the Assets listed in Annexure A and in the attached Portfolio Valuation and holdings reports.

7. BSCL Transfer Signatory list

- | | | |
|-------------------|--------------------|------------------------------|
| • Carolyn Bray | • Matthew Chow | • Luke Mulvey |
| • Moses Kassas | • Nicholas De-Fina | • Honeylet Pattath (nee Tan) |
| • Brent McKiernan | • Vivienne Ha | • John Woods |
| • Mark Rossi | • Rebecca Hornsby | • Veena Chauhan |
| • Andrew Wood | • Anthony Luu | |

Submission

We are required to receive and keep an original copy of this document in safe custody. Please return this form along with any additional holdings reports by post to



Macquarie Wrap
GPO Box 4045, Sydney NSW
2001

If you have any questions about completing this form please contact your adviser or us on **1800 025 063**.