**Securities Transfer Request Form**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSTRUCTION TO FIRSTMETROSEC:

 Stock Transfer In (Transfer from another broker to FirstMetroSec)

 Stock Transfer Out (Transfer from FirstMetroSec to another broker)

Counterparty Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Broker Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Broker Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Broker Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Account Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \*Internal Transfer (Between FirstMetroSec Accounts)

 FROM FirstMetroSec Account Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 TO FirstMetroSec Account Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\*No change in beneficial owner (the name on both accounts must be identical).*

Reason of the Transfer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| # | Stock Ticker Code | Number of Shares | \*\*Average Price (Optional) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
| 10 |  |  |  |

*\*\** *If no average price is provided, FirstMetroSec will use the previous day's closing price.*

I/we warrant the I/we am/are the beneficial owner/s of all the investments specified above, and there is no encumbrance affecting such shares, nor any agreement to create any and that I have the full power and authority to execute this transfer.

Further, I/we represent that the information provided above is true and correct to the best of my knowledge and may be fully relied upon by First Metro Securities. I/we understand that a false or incorrect statement may cause my request of transfer to be denied. I/we agree to indemnify and hold harmless First Metro Securities from and against any and all claims, losses, liabilities, or damages arising out or, involving, or in connection with the execution of this transfer form.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FirstMetroSec Account Name/s & Signature/s FirstMetroSec Account Code/s

***Important Note:*** *(1) The account name with the other broker must exactly match the account name with FirstMetroSec. (2) A transfer fee of P75.00 per company will be deducted from your FirstMetroSec stock trading account. (3) Please email a scanned copy of this form to customerservice@firstmetrosec.com.ph along with a valid photo ID that bears your signature for verification. (4) Send a copy of this form to the other broker. (5) If your account information is not up to date, FirstMetroSec may request you to update it before processing this transfer. (6) The transfer process will be completed within three (3) working days upon submission of complete requirements.*