

SECTION 3

PAYMENT DETAILS

Please indicate your payment instructions by ticking one of the following boxes

1. Pay the proceeds of the sales by BACS to the following account in the Charity's name. (we cannot pay to a third party)

Bank/Building society name

Branch title

Account name

Sort code - - Account number

Building society reference (if applicable)

2. Issue a cheque in favour of the Charity and send it to the Correspondent.

3. Transfer the proceeds to a COIF Charities Deposit Fund account C

4. Transfer the units/proceeds to another existing COIF Charity Funds account in the Charity's name

Full name

Account Number

5. Transfer the units/proceeds to a new account. An application form in respect of this new account is attached.

SECTION 4

AUTHORISATION

This form must be signed in accordance with the current mandate.

Signature Print Name

Position

Signature Print Name

Position

Date

NOTES

Dealing in the COIF Charities Property Fund normally takes place on the last Thursday of each month. Your written instructions to deal should be at CCLA's office by 5pm on the business day preceding the dealing day. All instructions received after this time will be held until the following dealing day. Contract Notes confirming transactions will be sent to the Correspondent. Instructions can be faxed to the Client Service Department on fax 0844 561 5126.

Please help us keep our records up to date by notifying us immediately of any changes to the mandate. A form is available on request for this purpose.

Please telephone the Client Service team on freephone 0800 022 3505 if you require any help in completing this form.