**Account Closure and Transfer Letter**

Please delete this header and any sections in the letter that are not applicable to your client.

We recommend confirming the requirements to close an account with the current holder of the investments. Some providers may have specific account closure forms or may require original documentation to proceed.

«Form Date:3 June 1990»

**«Custodian Name»**

**«Custodian Address»**

**«Postal Code»**

«REPEAT test dialogue for repeat sir:a, b and c»

Dear Sir/Madam«END REPEAT»

**Account Closure and Transfer Request**

**«Account Details»**

Please accept this letter as written notification to complete the following request on our account listed above:

**Incoming dividends/distributions:**

Effective immediately, please cancel any dividend re-investments and pay any future dividends or income distributions to my/our existing cash account.

**Managed Investments:**

Please in-specie transfer all managed investments held in the account to my/our Macquarie Wrap Investment Account.**«Account Details»**

The registration details for the Off Market Transfer forms are:

Buyer Name: «Buyer Name»

Registered Address: «Buyer Address»

**Listed Securities:**

My listed securities should be transferred to **«Buyer Name» (PID «PID:9999»**).

**Cash:**

Transfer«Dollar Amount»to Macquarie Wrap as outlined below:

Please make a cheque payable to MIML **«Payee Account»**

Please EFT to MIML: **«EFT Account»**

**Tax Parcel History / Tax Lot History:**

Please send a copy of the / tax parcel history or tax lot details report. If the report is available in excel or PDF format, please email this to [bscltransfers@macquarie.com](mailto:bscltransfers@macquarie.com)

Please forward all completed paperwork to:

**Macquarie Wrap – Transfers**

**GPO Box 4045**

**Sydney NSW 2001**

If you have any questions in relation to the above request, I/we authorise **<<insert existing provider’s name>>** to liaise directly with Macquarie Wrap on 1800 025 063.

Alternatively you may contact my/our financial adviser **<< insert adviser’s name and contact details>>**.

Yours sincerely

**«Client's Name»**

**«Joint Holder's Name»**