

## CONDITIONS FOR ISSUE AND USE OF DELIVERY INSTRUCTION SLIP(S)

1. The instruction slips in this **book should be used only the account for which they are issued**. In no circumstances should they be used for any other account.
2. The **instruction should be written clearly in permanent ink**. Electric/electronic typewriters and erasable ink should not be used for writing on the instructions.
3. **Start writing as far to the left as possible and do not leave spaces** between words or figures. If space is left the amount could be altered.
4. If you make a mistake in filling a slip, alter it clearly, preferably by crossing it out and rewriting the altered word or figure. Sign your name in full against each **alteration**, initials only shall be insufficient. The customer acknowledges that the DP will not be liable for losses arising from alteration which cannot be readily detected by visual inspection.
5. Always keep the instruction book in a safe place when not in use. If any instruction **book is lost or stolen**, you should notify the DP immediately giving the numbers thereof. You should always confirm in writing.
6. In case of, a **lost or stolen instruction slip**, you as the drawer should immediately instruct the DP in writing to stop any processing the instruction slip, by giving the instruction slip number, date, amount, ISIN number and the receiver's name.
7. A **new delivery instruction book** will be issued only upon a written request, preferably through the requisition form in the booklet, specifying the manner of delivery required.
8. **Unused instruction slips** should be returned if the account is closed.
9. As a measure of protection, it is advisable that the instruction slips are **despatched by post**. This should be done under "Registered" cover.