Beneficial Owner's Name: [Insert name] Address: [Insert address] Tel. + [Insert telephone number] Email: [Insert email]

[Insert Date]

Mr. Ikins Clarke Official Liquidator Loyal Bank Limited (In Liquidation) c/o Deloitte & Touche TheGoddardBuilding Haggatt Hall, St Michael, Barbados

Dear Mr. Clarke,

## Re: {Insert name or names of account(s) and account number(s)}

I write to you, in my capacity as the beneficial owner of the above-mentioned account(s) ("the Account"), held at Loyal Bank Limited (In Liquidation) ("the Bank" or "LBL").

I have received the Proof of Debt Form and Account Statement(s) as at 24 August 2018 ("**PODF**"), prepared by you for the Account. I hereby confirm that I am in agreement with the PODF and enclosed I have signed a copy of the PODF to signify my agreement with the contents. You are free to disclose to the Court (if necessary) the signed PODF as evidence of my agreement to the contents therein.

In light of the above, please proceed to transfer all dividends declared and payable to the Account as dividend distributions in the Bank's winding up proceedings ("**Dividends**"), to the wire instructions listed below.

Account name: {Insert account name} Account number: {Insert account number} Bank: {Insert bank wire instructions}

I confirm that with respect to the transfer of the Dividends, to the bank account listed above; I, on behalf of myself, my successors, heirs, administrators and assigns do hereby release, discharge and agree to indemnify and hold harmless the Bank's Liquidators and/or their agents free from any and all liability. I further agree to indemnify and hold free from any and all forms of liability wheresoever incurred the Liquidators and/or their agents in the event of the institution of any and all actions, suits, proceedings, claims, demands, taxes, costs and expenses in any form, which I may have in respect of any acts or defaults committed by the Liquidators and/or their agents in the conduct of the liquidation of the Bank.

The documents listed below are enclosed, to facilitate the Dividends.

- 1. The completed PODF.
- 2. A notarized copy of the ultimate beneficial owner's passport for [insert Customer ID].
- 3. A notarized copy of the ultimate beneficial owner's driving licence or voter's identify card for [insert Customer ID].
- 4. A notarized copy of the ultimate beneficial owner's address verification / proof of address. The document provided must be current, not less than two (2) months old.
- 5. A Certificate of Incumbency for Accounts that are corporations.
- 6. A Resolution of the Board of Directors for Accounts that are corporations, resolving to have the Account's dividends wired to the company's bank account.
- 7. The completed Tax Information, to assist with compliance with the Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS).

Yours sincerely,

{Beneficial owner's name} {Contact details}

Signed before me,

**Notary Public**