

**To:**  
The Company Secretary  
Manor Farm (Seer Green) Management Company Limited  
1 Coat Wicks  
Seer Green Beaconsfield  
Bucks. HP9 2YR

Dear Sir,

The Certificate No. \_\_\_\_ for **1 (one)**, No. \_\_\_\_ for **3 (three)**, No. \_\_\_\_ for **4 (four)** shares of £1 each in the Company, which were registered in the name(s) of

**Mr** .....

**&**

**Mrs** .....

**of** ....., **Seer Green, Bucks. HP9 2....**

having been lost, stolen or destroyed. **I / We** request you to issue a duplicate certificate (where applicable) and in consideration of your so doing **I / we** hereby for **myself / ourselves** and **my / our** legal representatives:

- a) agree to keep you indemnified against all actions, proceedings, liability, claims, damages, costs and expenses in relation to or arising out of your so doing and to pay on demand all payments, losses, costs and expenses suffered or incurred by you in consequence thereof or arising thereout;
- b) irrevocably authorise you to make any payments and comply with any demands which may be claimed from or made upon you in consequence of your so doing without reference to or authority from **me / us** and such payments and compliance shall be accepted by **me / us** as conclusive evidence that you are liable to make such payments or to comply with such demands on our behalf.

**I / We** further declare that **I / we** have not in any way knowingly parted with the said document and **I / we** undertake to return the same to you should it come into **my / our** possession.

**Dated this** ..... **day of** ..... **201...**

**Signed** (all shareholders)

Full name (in capitals) ..... Signature: .....

Full name (in capitals) ..... Signature .....

Full name (in capitals) ..... Signature .....

\_\_\_\_\_ please complete and delete as appropriate