

Sell units form

! Important information

Please read before completing this form.

One form should be used for a single transaction.

Please call our Client Services Team on freephone **0800 022 3505** if you have any questions about this form or would like to discuss any additional support needs. Please note that telephone calls are recorded. If being completed by hand, please use black ink and write in BLOCK CAPITALS.

All pages of this form should be returned to CCLA, PO Box 12892, Dunmow, Essex CM6 9DL. Alternatively, a PDF version of the form can be sent to **cclclientservices@fnztaservices.com** if an email instructions authority is in place.

If you are sending your instruction by email, please do not send the original documentation in the post and do not resend the email and/or the attachment as your instruction may be processed again.

Date (dd/mm/yyyy)

Organisation name

Account number

Value

Number of units

£

OR

Value in words

OR Number of units in words

The proceeds of the sale will be sent to the nominated bank account.

Authorised signature(s)

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

Authorised signature

Authorised signature

Full name

Full name

Daytime telephone number

Daytime telephone number

Date (dd/mm/yyyy)

Date (dd/mm/yyyy)

Dealing in the Local Authorities' Property Fund normally takes place on the last business day of each month. Redemption requests are subject to a minimum notice period of six months and will be processed as detailed in the fund's Scheme Information.

A contract note confirming the transaction will be sent to the correspondent.

CCLA
One Angel Lane
London EC4R 3AB

CCLA
BECAUSE GOOD IS BETTER

Freephone **0800 022 3505**
clientservices@ccla.co.uk
www.ccla.co.uk

CCLA Fund Managers Limited (registered in England & Wales No. 8735639), whose registered address is: One Angel Lane, London EC4R 3AB, is authorised and regulated by the Financial Conduct Authority and is the Manager of the Local Authorities' Property Fund. Local Authorities' Mutual Investment Trust is the trustee of the Fund and is registered in England & Wales as a company limited by guarantee (No. 700132) at the address above.

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