



SMC STOCK TRANSFER SERVICE CORPORATION

REQUIREMENTS FOR THE REPLACEMENT OF LOST OR DESTROYED CERTIFICATES OF STOCK

Lost, stolen or destroyed certificates must be reported immediately to SMC Stock Transfer Service Corporation (STSC).

STSC shall replace the lost or damaged certificate/s upon submission or accomplishment by the stockholder of the following:

1. An Affidavit of Loss stating the circumstances of the loss.
2. An Affidavit of Publication attesting to the publication of the Notice of Loss in a newspaper of general circulation once a week for three (3) consecutive weeks (e.g. line ad).
3. Duly accomplished Specimen Signature Card (see attached) together with photocopies of two (2) Identification Documents (IDs) of the stockholder.
4. Payment for transfer fees – ₱112.00 for every issued certificate plus ₱22.40 for every cancelled certificate.

The Corporation shall cancel the lost or destroyed certificate and issue a new certificate for the corresponding number of shares after one (1) year from the date of the last publication, provided that no one has contested the stockholder's ownership of the said shares.

However, a stockholder may be issued a new certificate even before the lapse of this one-year period if he submits a one-year surety bond issued by an accredited bonding company. The bond should be in favor of the Corporation in an amount equivalent to the estimated market value and expected yearly dividend earnings of the shares corresponding to the lost or destroyed certificates.

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For assistance in securing the surety bond, you may contact the following:

Anchor Insurance Brokerage Corporation

14th Floor Taipan Building
F. Ortigas Jr. Avenue
Ortigas Center, Pasig City

Trunk line: (02) 8689-5555
Contact Persons: Ms. Maricel Calderon (local 5543)
Ms. Nilda De Leon (local 5539)