

## Instructions on how to complete a Stock Transfer Form

Box	Complete
1	Consideration Money Insert "NIL" if transferring at no cost
2	Full Name of Undertaking Insert "Scottish and Southern Energy plc"
3	Full Description of Security Insert "Ordinary Shares"
4	Words Insert number of shares in words
5	Figures Units of Insert number of shares in figures Insert units of "50p"
6	Registered holder of Shares In the name(s) of Insert name and address of current shareholder
7	Name and address of person to whom shares are to be transferred Insert name and address of person receiving the shares
8	Overleaf Delete as appropriate, then sign and complete "transferor" under Description.

Once completed, please send the **Stock Transfer Form** and your **Share Certificate(s)** to:

**Capita Registrars  
SSE Share Register  
Northern House  
Woodsome Park  
Fenay Bridge  
Huddersfield  
HD8 0GA**

**Helpline phone number: 0845 143 4005**