

Provo Bench Canal Company
1156 South State Street Suite 201
Orem, Utah 84097
801-225-6746 tamara@provoreservoirwaterusers.com

Certificate Transfer/Replacement Instructions

(One form required for each new certificate)

Name on old certificate _____

Old Certificate # _____ **#of shares on old certificate** _____

#of shares on new certificate _____

1. Original Stock Certificate Endorsement

The Original Water Stock Certificate must be signed (endorsed over to the irrigation company for transfer) in front of, and signed by, a notary public by the same person(s) or entity(s) as the name on certificate. The notary should sign and stamp on the line on the back of the certificate titled "Witness". If a person is signing on the behalf of a company, trust, or other person, we must have proof they are authorized to sign. If the original owner is deceased, a death certificate is required. Some examples of legal documentation are court order, power of attorney, will, or articles of incorporation.

The original stock certificate must be surrendered. if the original certificate is lost, you must obtain a Lost Document Bond. If you need a Lost Document Bond, Lamond Woods at Sentry West is a suggested Insurance Bond Agent. (801-438-9953)

2. New Certificate Name

Please print the name of new certificate owner exactly as it will appear on the new certificate:

3. Contact Information

A. Contact name(s) _____

B. Contact address: _____

C. Contact phone number(s): _____

D. Email address: _____

E. Address where the water will be used: _____

F. Acquisition instructions (**choose one**):

Send Fed Ex: (Provide address to send certificate) _____

OR

Pick up at office: (Provide name and phone number of person picking up) _____

G. Please include any misc. requests and/or instructions on the back side of this page.

4. Transfer Fee

Include a transfer fee of \$50.00 for each new certificate we produce. (If we make two new certificates the fee is \$100.00)

5. All leans, assessments, and other dues associated with current stock ownership must be paid in full before we can transfer ownership.

After delivery of all the above requirements, we will process your request. Our regular procedure is for the president of the company to sign all certificates on, or about, the first day of each month. Please allow processing time prior to the beginning of the month to complete transfers.

Printed Name _____ Signature _____ Date _____