

## INTEGRATED SHARES FINDER (ISF)

### GUIDE TO ISF

#### 1. BENEFITS OF ISF TO YOU

- ❖ We will recover all your missing shares, debentures, bonds, fixed income securities, etc.;
- ❖ Your unclaimed dividends will be paid into your bank account thereby helping your cashflow;
- ❖ Outstanding interest on debentures, bonds and other fixed-income securities will be recovered for you;
- ❖ Recovery of investments of deceased persons on behalf of their family or Administrators;
- ❖ Your shares that are stuck with inactive stockbroking firms, registrars of companies and Nigerian listed companies under receivership/liquidation will be retrieved;
- ❖ Conversion of your share certificates from paper form to CSCS account so that you can trade on them as you wish;

#### 2. FEES & CHARGES:

Our fees and charges for ISF services are divided into two stages as stated below:

- ❖ ISF Application fee:

|            |             |
|------------|-------------|
| Individual | - N5,000.00 |
| Corporate  | - N7,000.00 |
| Estate     | - N7,000.00 |

- ❖ Investment recovery fee. This is 5% of the value of investments recovered.

#### 3. HOW TO SUBSCRIBE

- i. Completion of the ISF Application form (copy attached), ISF Authority Letter and
- ii. Payment of ISF Application fee

You can also download the ISF Application Form from our website:

[www.integratedtrustng.com](http://www.integratedtrustng.com) or collect it from any of our offices in Lagos, Ibadan, or Abuja. For further enquiries, kindly contact us via email: [isf@integratedtrustng.com](mailto:isf@integratedtrustng.com) or call 09015025992 or 07030416997.



**Investor's name**

.....

Address: .....

.....

.....

.....

Date:.....

**The Managing Director,**  
Integrated Trust and Investment Limited  
Integrated Trust House (2<sup>nd</sup> Floor),  
61, Marina,  
Lagos.

Dear Sir,

**LETTER OF AUTHORITY TO PAY RECOVERY FEES**

Further to my ISF Application, I/we .....,  
hereby authorize Integrated Trust and Investment Limited (Integrated Trust) to debit my/our account with the  
company for the Recovery fee of 5% on the value of shares, dividends and other missing assets recovered by  
them on my/our behalf. The unclaimed dividends to be recovered will be added to your recovery fee, when the  
amount of your unclaimed is known.

If the balance on my account is not sufficient to pay the Recovery fee, I/we hereby authorize Integrated Trust to  
sell any of the under listed shares from my/our CSCS account with them in order to pay the Recovery fee due to  
the company.

If the total value of my stocks is not up to N20,000.00, I agree to pay the minimum recovery fee of N1,000.00.

List of shares

- 1)
- 2)
- 3)
- 4)
- 5)

Thank you.

Yours faithfully,

.....  
Name, Signature & Date