

PROCEDURE OF SHARE MEMBERSHIP TRANSFER

TRANSFEROR (SELLER)

1. To sign Form SECTION 105 (Form of Transfer of Securities).
2. To be returned to the Club:
 - i. Membership cards.
 - ii. Original of Share Certificate.
3. To settle all outstanding and charges due.
4. To fill in Refundable Deposit Claiming Form (will be process within 21 working days from the date of share membership transfer complete)

TRANSFeree (BUYER)

1. To sign Form SECTION 105 (Form of Transfer of Securities).
2. To fill in Particular Form.
3. To Submit:
 - i. 2 photographs of transferee (Passport size).
 - ii. Photocopy of I/C **or** passport
 - iii. 2 photographs of spouse and a copy of marriage certificate (if married).
 - iv. Photocopy of spouse's I/C **or** passport
 - v. 2 photographs of each child (Passport size).
 - vi. Photocopy of birth certificate of each child (must be below 21 years old).
4. To remit (by cash/cheque or credit card (payable to **SUNWAY LAGOON CLUB BERHAD**):
 - i. RM1,000.00 (refundable deposit)
 - ii. RM530.00 (transfer and admin fee)
 - iii. RM127.20 (monthly subscription fees)
 - iv. RM31.80 (each children access card)
(*Compulsory for children 7 years and above)

(Transfer will not be affected until all the above requirements are met).

5. Membership Share Transfer will take approximately within a month to complete.
6. New Share Certificate shall be ready within 1 month after share membership transfer complete.