

Notice (s)

<<Name of Company>> (the "Company")  
<<Address>>  
<<Address>>  
<<Post Code>>

<<Date>>

To << the Company Secretary >>,

I, << Name of Grantee >> of << Address >> hereby give notice that in accordance with the terms of a share option agreement dated << Date >> between myself and the Company (the "Share Option Agreement"), I have been granted << Number >> << ordinary shares (or "Option Shares") on the terms and conditions set out in the Share Option Agreement. << Details >> in this notice are as defined in the Share Option Agreement.

I acknowledge receipt of written notice as specified in clause 2.2 of the Share Option Agreement<sup>1</sup> of the proposed nature of the event [or transaction] to which the Conversion of the transaction so as to enable me to evaluate the worth of the Option Shares.

Having evaluated this, I wish to acquire << Number of Option Shares >><sup>2</sup> /<< insert relevant number of Option Shares >>.

I authorise the Company to enter my name in the register of members as the holder of the Option Shares allotted or transferred pursuant to this notice.

I understand that the Option Shares may be exercised to the extent permitted by and in accordance with the Share Option Agreement.

[I enclose << a cheque/banker's draft >> or I have today remitted by electronic transfer to your bank account the sum of << Amount >> relevant Subscription Price as defined in the Share Option Agreement. in and subject to any adjustments, as required.]

This notice is given on the date written above.

Signed:

<< Name of Employee >>

<< Date >>

<sup>1</sup> Clause 2.2 of Simply Docs' Share Option Agreement, specifies the terms on which the options are granted and may be exercised. Check the agreement to see what terms must be initially satisfied.

<sup>2</sup> Check the relevant share option agreement to see whether the options may be exercised in whole or in part and whether partial exercises must be over a minimum number of shares.