TDCC provides book-entry transfer services for investors to convert (exchange), redeem, or reverse repurchase convertible (exchangeable) bonds and redeem beneficiary certificates and depository receipts. The processes are as below:

- (1) The investor shall bring his/her securities passbook to its issuing securities firm and fill up the "Application of Book-entry Transfer for the Conversion (Exchange)/Repurchase(Redemption/Reverse/Repurchase)/Cancellation/Sub scription/Fulfillment/Redemption of Securities," as well as affix the form with the seal or signature identical to the one on the specimen card in order to convert (exchange), redeem, or reverse repurchase convertible (exchangeable) bonds and redeem beneficiary certificates and depositary receipts via book-entry transfer.
- (2) Regarding the conversion of convertible bond, upon the maturity of the convertible (exchangeable) bonds, TDCC would notify the issuing company of the bondholders list per issuing company's request. Investors do not have to make applications to the issuing company. Furthermore, the conversion of convertible bonds can now be handled electronically by the securities firms. However, this operation is not available at some securities firms. Inventors shall contact their securities firms to find out whether the transaction can be processed electronically