

Investment Advisor "IA" Information (This portion to be completed by IA.)

IA Firm Name (Please print) _____

IA Master Account Number _____ ISG Team _____

Note: This form cannot be used for distributions from Custodial, IRA, 403(b), Qualified Retirement Plan or Keogh accounts. For these distributions, use your Custodial account, IRA, 403(b) or QRP distribution form.

1. Schwab Account Information

Please check all that apply: Implement new instructions Change existing instructions
 Implement additional instructions Terminate existing instructions

Schwab Account Number: _____

Name(s) on Schwab Account (List all names on the account.) _____

2. Distribution Instructions

Choose one: Please send check to the address on my Schwab account.
 Please make the check payable as indicated below (all fields required):

Payee Name _____

Payee Mailing Address _____ City _____ State _____ Zip Code _____

Recipient name is different from payee's name. Please mail check to (all fields required):

Recipient Name _____

Recipient Address _____ City _____ State _____ Zip Code _____

Use overnight delivery. (Fees may apply. Call your Investment Advisor for details.)

Journal to Schwab account number: _____

This is a contribution to an IRA for tax year: _____

3. Frequency of Distribution: One-Time, Periodic or Total

Call your Investment Advisor if you want to liquidate any securities in your account before this distribution is issued.

Choose one:

A. **One-Time** (On Request)

- Distribute entire money market fund balance.
- Distribute \$_____ from my money market fund.
- Distribute specific shares of securities listed below.
- Distribute, in certificate form, specific shares of securities listed below.*

If you indicated that you want securities distributed, please list the securities here.

Number of Shares	Name of Security	Number of Shares	Name of Security

(Please list additional securities on a separate sheet.)

For Charles Schwab Use Only

Account Number _____



3. Frequency of Distribution: One-Time, Periodic or Total (Continued)

B. **Periodic** (On Schedule)

Beginning _____, and continuing until I instruct otherwise, distribute \$_____ from my money market fund.
(mm/dd/yy)

Frequency (choose one): Weekly Semi-monthly Monthly Last business day of each month
 Every two months Quarterly Semi-annually Annually

C. **Total**

- Please distribute entire account assets in kind. (For journal use only.)
- Distribute all cash equivalents and/or all securities in certificate form from my Schwab account*

My Schwab account should (select one): Be closed Remain open

*Allow approximately four to six weeks to process distributions of securities in certificate form. The value of the distribution (including securities) is determined as of the closing price on the business day the distribution is issued. Schwab charges a per-certificate fee for physical stock certificates. Please refer to the Charles Schwab Institutional Pricing Guide for more information. Mutual funds, certificates of deposit and Treasuries cannot be delivered in certificate form.

4. Please Read and Sign

By signing below, I acknowledge that Schwab will not process my distribution request if there are not sufficient available funds in the account. I understand that Schwab reserves the right to terminate automatic transfers, at its election, for any reason. I certify that the information provided on this form is correct, and Schwab may rely on my certification without further investigation or inquiry.

Account Holder(s) MUST sign below if assets are moving to a party other than the Account Holder(s).

▶ _____ Date _____
Signature: Account Holder/Trustee/Executor (mm/dd/yy)

▶ _____ Date _____
Signature: Account Holder/Co-Trustee/Co-Executor (mm/dd/yy)

▶ _____ Date _____
Signature: Account Holder/Co-Trustee/Co-Executor (mm/dd/yy)

▶ _____ Date _____
Signature: Investment Advisor (if applicable and so authorized) (mm/dd/yy)

Investment Advisor may sign only if Account Holder has granted disbursement authority and the receiving account registration is identical to the Schwab account registration.