

Section D: New Account Information Please complete a new side 2 for each new account.

Write in the number of shares to transfer to this account.

Please check only one box below to indicate the type of registration for the new account and complete the requested lines.

*Forms of tenancy: Joint Tenancy (JT), Tenants in Common (TCM), Tenants by Entirety (TEN), Joint Tenants with Right of Survivorship (JTW), and Community Property (CMP)

- Individual: Complete lines A, B, and H-K
- Custodial for minor: Complete lines A-D and H-K
- Estate: Complete lines A, B, F, H-K (C and E if applicable)
- Account with TOD: Complete lines A, B, F, H-K (C and E if applicable)
- Joint: Complete lines A-C, E1 and H-K (E if applicable)
- Trust: Complete lines A, B, F, G, H-K (C and E if applicable)
- Other: Complete lines A, B, H-K, and other applicable lines

If other, print type of registration here

A. Tax ID/Social Security/Social Insurance Number

B. New Owner/Custodian/Trustee/Executor/Heir/Other (First Name, Middle Initial, Last Name)

C. Joint Owner/Minor/Second Trustee/Other (First Name, Middle Initial, Last Name)

E. Joint Owner/Third Trustee/Other (First Name, Middle Initial, Last Name)

F. Name of Trust/Estate Name/TOD Beneficiary

H. Address

Address Line 2

I. City

J. State

K. Zip Code

D. Minor's State of Residence

E1. Form of Tenancy*

G. Date of Trust (MM/DD/YYYY)

Section E: Cost Basis Information Complete this section if you are transferring shares due to a deceased shareowner.

Date of Death (MM/DD/YYYY)

Fair Market Value per share (see the enclosed for additional Cost Basis information)

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If the shares were held jointly, what was the number of shares the decedent had interest in?

Section F: To be Completed by New Owner

Check box to receive instructions for online access. An Authentication ID and sign up instructions will be mailed to the address listed in Section D. Some restrictions may apply. Online account access is not available for accounts registered in the name of a Corporation, Partnership, Investment Club, Bank, or Brokerage firm where multiple individuals are authorized to perform transactions.

Substitute Form W-9:

Certification: Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person.

Social Security Number

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Employer Identification Number

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Notification of Backup Withholding

I have been notified by the Internal Revenue Service (IRS) that I am currently subject to backup withholding as a result of a failure to report all interest and dividends on my tax return. I understand that marking this box will result in backup withholding on any disbursements made to this account. You must also cross out item 2 above. "The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding."

Required: Check appropriate box for federal tax classification:

- Individual/Sole Proprietor C Corporation S Corporation Partnership Trust/Estate
- Limited Liability Company. Enter tax classification (C=C corporation, S=S corporation, P=partnership): _____

Signature: _____

Date: _____

Notice of non-resident alien individuals or foreign entities (e.g. foreign corporation, partnership or trusts): do not complete the above substitute Form W-9. Complete and return the enclosed Form W-8BEN certification of foreign status. Failure to do so will subject you to federal backup withholding at the current applicable rate. Additional Forms may be downloaded at www.irs.gov or call us to have additional Forms mailed. SPF 0510

How to Complete a Stock Power Form

The Stock Power Form is the legal document that officially transfers the ownership of shares from one registered owner to another. Listed below are instructions on how to complete the form.

Section A: Current Owner Information

This is the account the shares are being transferred from:

1. Enter the name of the company of stock you are transferring shares from. A separate Stock Power Form is needed for each account and company of stock you are transferring.
2. List the 10 digit account number for the current account.
3. List the name(s) and address on the current account.

Section B: Shares to be Transferred

See the Frequently Asked Questions sheet for further information:

- Check the first box if transferring all shares.
 - Check the second box if you will be transferring shares to more than one new account.
4. Enter the number of certificate shares being transferred. If there are none, write zero or leave blank. These shares have been issued as paper stock certificates and must be mailed with your Stock Power Form. 4b. Enter the number of shares that were lost.
 5. Enter the number of DRS (Book Entry) shares being transferred. If there are none, write zero or leave blank. These shares are held electronically.
 6. Enter the number of Plan (Dividend Reinvestment Plan) shares being transferred. If there are none, write zero or leave blank. These shares are held electronically.
 7. Check the box to have any outstanding checks replaced in the current owner(s) name(s).
 8. Check the box to have any outstanding checks replaced in the new owner(s) name(s).

Section C: Medallion Signature Guarantee

A Medallion Signature Guarantee is a stamp you may get from an eligible Guarantor Institution such as a bank or a brokerage firm. To get the stamp, you will need to bring the form to the eligible Guarantor and complete this section in their presence.

All current owners must sign their name and have their signature guaranteed in the medallion format. If the owner is unable to sign, an authorized person, such as a Power of Attorney, Custodian, or Successor Trustee may sign on behalf of the shareowner. The authorized person's capacity (title) should be noted in the applicable box on the Stock Power Form.

Section D: New Account Information

Complete a separate side 2 for each new account you are transferring to.

Enter the number of shares to transfer to the new account.

Select the box that fits the type of registration.

- A. Enter the 9 digit Social Security or Tax ID Number for the new account. If there are multiple owners, enter the Social Security or Tax ID Number that you would like the income reported under. Only one number is allowed per account.
- B. Enter the name of the New Owner, Custodian or Trustee.
- C. If applicable, enter the Joint Owner's name, the Minor's name, or Second Trustee's name.
- D. If the new account will be a Custodial account, enter the Minor's state of residence.
- E. If applicable, enter the Joint Owner's name, or third Trustee's name. E1: For joint accounts enter the Form of Tenancy.
- F. If applicable, enter the name of the Trust, the estate name, or the TOD beneficiary's name.
- G. For accounts that will be registered to a Trust, enter the date the Trust was created.
- H. In boxes H – K, list the address for the new account.

Section E: Cost Basis Information

This section is only needed if you are transferring shares due to a deceased owner.

Enter the Date of Death, and then enter the Fair Market Value (FMV) on the valuation date. The FMV will be a dollar amount. The date of the FMV is not needed.

For shares held jointly: enter the number of shares in which the decedent had interest in.

Section F: To be Completed by New Owner(s)

Check the box to receive instructions for online account access. An Authentication ID and sign up instructions will be mailed to the address in Section D. Some restrictions may apply.

Enter the Social Security Number or Employer ID Number for the new account. If there are multiple owners, enter the Social Security or Employer ID Number that you would like the income reported under. Only one Number is allowed per account.

The Notification of Backup Withholding may be left blank if not applicable.

Select the appropriate box for the Federal Tax Classification.

The new Owner signs and then enters the current date.

Please note: accounts without a current W-9 on file may be subject to federal tax withholding on sale proceeds and dividends. If a Substitute Form W-9 is not submitted at the time of the transfer, we will mail a blank Form W-9 to the new address on record.