

LETTER OF INSTRUCTIONS & IRREVOCABLE STOCK POWER FORM

ClearTrust, LLC is a Paperless Legals Agent (PLA) and DRS-Eligible

A. TRANSACTION TYPE: (Select all that apply)

- | | | | | |
|---|--------------------------------------|--|---|--|
| <input type="checkbox"/> Private Sale | <input type="checkbox"/> Gift | <input type="checkbox"/> DWAC Deposit (if available) | <input type="checkbox"/> Cancel/Retire Shares | <input type="checkbox"/> Switch to Certificated or Electronic Shares |
| <input type="checkbox"/> Legend Removal | <input type="checkbox"/> Inheritance | <input type="checkbox"/> DRS Deposit (if available) | <input type="checkbox"/> Change Registration Name (no change in beneficial owner) | |

B. STOCK DETAILS:

Name of issuer (print the stock symbol or issuer name):

Number of shares to transfer:

The shares are (select all that apply):

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Certificated | <input type="checkbox"/> Restricted |
| <input type="checkbox"/> Electronic/Book Entry | <input type="checkbox"/> Unrestricted |
| <input type="checkbox"/> The certificate(s) are lost. An Affidavit of Loss is attached. | |

D. COST BASIS INFORMATION: (select one)

- ☐ No change in beneficial ownership.
- ☐ \$ _____ per share. The date of gift, sale, or death was ____/____/20____.

** If this section is not completed properly, all qualified transfers will be treated as gifts and the fair market value as of the transfer effective date will be used.*

F. HOW TO DELIVER SHARES: (select one)

- ☐ Deposit the shares via **DWAC** into my brokerage account.
- ☐ Mail a **certificate**. Enclosed is either a pre-paid shipping label or additional fees to cover the shipping cost.
- ☐ Email a statement representing **electronic shares**. (To be mailed if a valid email is not provided. If available, instructions for depositing the shares via **DWAC** or **DRS** will be on the statement.)
- ☐ See special instructions below:

**Any shares remaining in the same name will be kept in electronic position unless otherwise noted in the special instructions.*

C. CURRENT SHAREHOLDER INFORMATION:

Current registration name (exactly as appears on statement or certificate):

Primary EIN/SSN:

Phone:

Email:

E. NEW SHAREHOLDER INFORMATION:

- ☐ Check here if the shares are staying in the same name or being deposited into the current registered shareholder's brokerage account. The rest of Section E should remain blank.
- ☐ Check here if the shares are being transferred to multiple new registrations. Attach a separate letter detailing each new registration. The rest of Section E should remain blank.
- ☐ Check here if the shares are being transferred into a different name and provide the new account information below.

New registration name (this will appear on the statement or certificate):

Account type (individual, Corp, LLC, JT TEN, JTWROS, TEN COM, T/O/D, etc.):

Address:

Primary EIN/SSN:

Joint SSN (if applicable):

Phone:

Email:

G. SIGNATURE(S): This section must be signed by the current shareholder for a transfer to be executed.

Reserved for Medallion Guarantee Stamp
& Guarantor's Signature

Date:

Current shareholder signature:

X

Printed name (and title if applicable):

Joint shareholder signature:

X

Printed joint name (and title if applicable):

NOTE: A Medallion Signature Guarantee stamp is NOT required for Restricted Legend Removals or if the shares are staying in the exact same name. For all other transfers, the stamp is required, & the original form must be mailed to ClearTrust. If a stamp is required, the guarantee stamp must be provided by an Eligible Financial Institution or member of a registered National Securities Exchange approved by the Securities Transfer Association, Inc. pursuant to Securities and Exchange Commission Rule 17Ad-15. No other form of signature guarantee will be accepted.