

# SHAREHOLDER CONTACT FORM

Use this form to provide or update your account information.



Please send the completed form to ClearTrust, LLC by one of the following methods:

Mail: 16540 Pointe Village Dr, Ste 210, Lutz, FL 33558

Secure Upload: [www.ClearTrustOnline.com/Secure](http://www.ClearTrustOnline.com/Secure)

When ClearTrust receives the completed form, it will either add a new account or update your existing account.

## A. SECURITY DETAILS – In this section, please provide the name of the Issuer of the securities you own or will own.

Issuer name or stock symbol:

## B. CONTACT INFORMATION – In this section, please provide your account information.

Shareholder's full name (print EXACTLY how it should appear on the certificate or account statement):

Address of record (print your mailing address):

Phone:

Email:

## C. REGISTRATION TYPE – In this section, please provide the type of account you hold (or will hold) shares in.

- |                                       |  |   |
|---------------------------------------|--|---|
| <input type="checkbox"/> Individual   | <input type="checkbox"/> JT TEN (Joint Tenants)            | <input type="checkbox"/> JTWROS (Joint Tenants With Rights Of Survivorship) |
| <input type="checkbox"/> Corporation  | <input type="checkbox"/> TEN COM (Tenants in Common)       | <input type="checkbox"/> UGMA (Uniform Gift to Minors Act)                  |
| <input type="checkbox"/> Trust        | <input type="checkbox"/> TEN ENT (Tenants by the Entirety) | <input type="checkbox"/> UTMA (Uniform Transfer to Minors Act)              |
| <input type="checkbox"/> Other: _____ |  | <input type="checkbox"/> Use existing account #: _____                      |

## D. SUBSTITUTE W-9 FORM – A completed Substitute W-9 Form is needed to prevent backup withholdings on payments made to you on behalf of the Issuer (i.e., cash dividend or cash exchange payments).

Tax Identification Number: \_\_\_\_\_

Check one:

☐ SSN

☐ EIN

*The Taxpayer Identification Number (TIN) must match the name given in section A above. If the new account is to be registered to Joint Tenants, use the TIN of the first owner named on the account. If you are not a U.S. citizen or do not have a TIN, please use the appropriate Form W-8.*

Tax classification for the name provided in section A above. Check only one:

- |  |  |                                       |  |                                       |
|--|--|---------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Individual/Sole Proprietor                                    | <input type="checkbox"/> C Corporation | <input type="checkbox"/> Partnership  | <input type="checkbox"/> S Corporation | <input type="checkbox"/> Trust/Estate |
| <input type="checkbox"/> Limited Liability Company: Enter the tax classification _____ |  | <input type="checkbox"/> Other: _____ |  |                                       |

Exemptions (if any): Exempt Payee-Exempt payee code \_\_\_\_\_ Exemption from FATCA reporting code \_\_\_\_\_

Certification: Under penalties of perjury, I certify that: (1) the number shown above is my correct TIN; and (2) I am not subject to backup withholding either because of (a) I am exempt from backup withholding, or (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 (3) I am a U.S. person (including Resident Alien); and (4) I am exempt from FATCA reporting.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

## E. SIGNATURES – This section must be signed by all current registered holders, or a legally authorized representative, with the indication of his/her capacity next to the printed name.

Date:

Shareholder signature:

X

Printed name, and title (if applicable):

Joint shareholder signature:

X

Printed joint name, and title (if applicable):