

**INVESTMENT CLUB OR UNINCORPORATED ASSOCIATION
REDEMPTION/TRANSFER REQUEST FORM**

To Whom It May Concern:

Thank you for your inquiry regarding information related to a redemption/transfer of assets in an account registered to an Investment Club or Unincorporated Association.

In response to your request, we have included information regarding redemption/transfer of the account. Please refer to the chart below to determine the documents that will be required to process your requested transaction. The documents required to be submitted with your request are based on the type of signature guarantee you are able to obtain and provide to Primerica Shareholder Services (PSS) and the type of transaction (redeem or transfer assets) you are requesting.

An original signature guarantee may be obtained from an officer of most financial institutions. A medallion signature guarantee is preferable. By obtaining a Medallion Signature Guarantee, you will not be required to furnish certain documentation. If the signature guarantee is NOT medallion, you will be required to furnish additional documentation and provide the name and phone number of the person providing the signature guarantee for verification purposes. Please note that a notary public cannot provide a signature guarantee. A signature guarantee is a warranty by the grantor that the signature is genuine, and that the person(s) signing is competent and authorized to sign.

A - Documents Required	B -To Redeem <u>With</u> Medallion Signature Guarantee	C – To Redeem <u>With Non-</u> Medallion Signature Guarantee	D –To Transfer to New account <u>With</u> Medallion Signature Guarantee	E – To Transfer to New account <u>With Non-</u> Medallion Signature Guarantee
Original Signature Guaranteed letter of Instructions, or attached completed Investment Club or Unincorporated Association. Redemption/Transfer Form completed and signed by Authorized member(s)/officer(s) of the organization/club	✓	✓	✓	✓
Original Certified copy of the resolution of governing body listing the authorized officers/members, certified within 90 days, this could be in the organizations/clubs articles, by-laws or rules, <u>or</u> Certified copy of an organization resolution or bylaw extract to include authority of the organization/Club to buy, sell, and hold securities, organization/club seal, authorized signature date and certification wording		✓		✓
A New Account Application (must be obtained and completed by a PFS Representative), or if the transfer is to an existing account with the desired registration, you must provide existing account number			✓	✓
Customer Identification Form for the authorized owner's for the account being established			✓	✓

If you have questions or need additional information, or assistance locating a Representative, please contact our Customer Service Department at 1-800-544-5445. Customer Service Representatives are available to assist you, Monday through Friday between 8 a.m. and 8 p.m. ET.

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(THIS PAGES RETAINED BY THE AUTHORIZED OFFICER/MEMBER)

Please mail completed form and required documents to Primerica Shareholder Services, PO Box, 534485, Pittsburgh, PA 15253 – 4485, or for express mail Primerica Shareholder Services, Attention: 534485, 500 Ross Street, 154-0520 Pittsburgh, PA 15262.

You may use the attached form to request a redemption of the account assets, or to transfer the assets to a new or existing account. You must provide all the documentation (described in the attached cover letter) requested in order for Primerica Shareholder Services to honor your request for a redemption or to transfer the assets.

Please provide the account number so that we may process your request.

SECTION 1 – Please indicate by checking the appropriate box whether you wish to redeem the assets in the account or if you wish to transfer the assets to new (need new account application) or existing account.

– **Transfer Assets to a New Account** – The authorized officer(s) and/or member(s) may choose to transfer the assets to a new account with Primerica Shareholder Services. If you choose this option, you must contact a Primerica Financial Services Representative to complete a new account application and Customer Identification Form.

NOTE: Investments will be moved “in kind” to your existing account, that is the same fund(s) currently held in the deceased owner’s account will be moved to your existing account. You should speak with your PFSI Agent for assistance in determining what if any changes should be made after the transfer to your name is complete.

SECTION 2 – Redemption Proceeds – Please provide instructions on how you wish to receive the redemption proceeds.

MAIL CHECK – We will usually process and mail your distribution check within two to three business days.

EXPRESS MAIL – Please indicate if you wish to receive the check via express mail service. A daytime telephone number is required for all express mail packages. A signature is required upon receipt of all express mail packages.

– By **one-day air express** and deduct the fee charge from this account – The check will be sent via next-day air express in accordance with the mailing instructions.

Note: The overnight express fee is generally \$20 for most deliveries in the United States, however, if you reside in a rural area in the U.S. the charge could be higher. If you reside in Alaska, Hawaii, Puerto Rico or request overnight express to a PO Box, the overnight fee will be higher and you could be charged as much as \$30.00. If you request overnight express to Guam, the fee charge could be as much as \$70 or more. **Your account will be charged accordingly.**

WIRE TRANSFER – A wire Transfer should take place within 48 to 72 hours of processing your request for a distribution of shares.

– Wire Transfer to a bank – To have the redemption proceeds sent to your bank account. When processing a Wire Transfer to your bank, you must complete the bank name, bank contact person, bank telephone number, bank routing / transit number, bank account name and number, and attach a voided check.

ACH TRANSFER -- An Automated and Clearing House (ACH) transfer should place within 72 to 96 hours of processing your request for distribution of shares.

Please complete the Wire / ACH Transfer Information and attach a voided check.

SECTION 3 - SIGNATURE – All authorized officer(s) or Member(s) must sign the request in the space provided.

Please provide a daytime phone number where you can be reached should we need additional information to process your request.

SECTION 4 - SIGNATURE GUARANTEE – An original signature guarantee may be obtained from an officer of most financial institutions. A medallion signature guarantee is preferable. If the signature guarantee is NOT medallion, please provide the name and phone number of the person providing the signature guarantee for verification purposes. Please note that a notary public cannot provide a signature guarantee. A signature guarantee is a warranty by the grantor that the signature is genuine, and that the person(s) signing is competent and authorized to sign.

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WIRE TRANSFER – BANK ACCOUNT INFORMATION

Bank Name _____ Account Name _____

Contact Person _____ Phone # _____

Routing # _____ Account # _____

Please check with your financial institution for any special wiring instructions required to process a wire transfer to your bank account. Some financial institutions clear transactions through other institutions. This will cause a problem in processing the wire if your bank does not accept direct wires, but uses a pay through institution.

IMPORTANT INFORMATION- Financial Institutions providing medallion signature guarantees have surety bond coverage that protects the transfer agents from “bad” guarantees. Primerica Shareholder Services will not accept a request to process a transaction that exceeds the financial institution’s bond coverage. Please verify with your financial institution their amount of bond coverage to determine if the institution’s bond will cover your requested redemption/distribution amount.