



# Standing Payment Instructions Nonretirement

Use this form to establish, change, or delete standing Bank Wire, Electronic Funds Transfer ("EFT"), Journal and/or Check Disbursement instructions on your brokerage account. Type on screen or fill in using CAPITAL letters and black ink. If you need more room for information or signatures, use a copy of the relevant page.

#### Helpful to Know

- Do NOT use this form for Premiere Select<sup>®</sup> IRA, Defined Contribution Retirement Plans, or Health Savings Accounts.
- Standing Instructions that are added to your account may be purged from the system due to inactivity after an extended period of time.
- If establishing 1st Party EFT instructions, or 3rd Party EFT with a common owner(s) on the brokerage and bank account, a copy of a voided check or statement must be provided to your Broker-Dealer with this form.
- Note: Contact your investment representative for information on how to request a withdrawal from your account.

### 1. Account Owner(s)

First Name	Middle Name	Last Name		
Additional Owner, Company or Trust Name	if applicable			
Additional Account Numbers				
Account Number	Account Number		Account Number	
Account Number	Account Number		Account Number	

### 2. Bank Standing Instructions

**Bank Standing Instructions** allow you to move money between your brokerage account and a bank account via Bank Wire (processed via the Federal Reserve System), or EFT (processed via the Automated Clearing House "ACH"). **Bank Wire:** Once Bank Wire standing instructions are established and approved, they are active immediately. Your Broker-Dealer and/or your bank may charge a fee for Bank Wire. **EFT:** EFT may take 4–5 business days to become active. Business days are Monday through Friday. Bank and New York Stock Exchange holidays are not included. **If establishing 1st Party EFT, or 3rd Party EFT with a common owner(s), a voided check or statement must be included with this form.** 

continued on next page

# 2. Bank Standing Instructions continued

	Bank Wire				
Check one. ► Obtain the correct routing number from the	<ul> <li>Establish new instructions</li> <li>Change existing instructions</li> <li>Delete existing instructions</li> </ul>	Line Number		If you have multiple instructions establis and are changing or deleting an existing instruction, include the line number. Ob the line number from your investment representative.	9
bank. Different routing ► numbers may be used for Bank Wires and EFT transactions.	Bank Routing Number Bank Account Number <i>final destination</i>	Bank Name Payee Name(s) Exactly as Shown or	n Bank Account		
	Payee Address				
	City		State/Province	e Zip/Postal Code	
Use to provide an additional message to receiving bank.	Details				
Use for wiring through an ► intermediary bank.	Further Credit Account Number		Further Credit Nam	ne	
REQUIRED ► if the bank account is OUTSIDE the U.S.	SWIFT Code	Dest	tination Country		
	EFT Instructions #1				
Check one. ►	Change existing instructions  Delete existing instructions	Line Number		If you have multiple instructions established and are changing or dele an existing instruction, include the lir number. Obtain the line number fron your investment representative.	ne n
Check one. 🕨	both disbursements and receip	ots.		bank account. This option can be used he bank account OR some of the owner	
	the brokerage account are on t	he bank account (3rd party i	with common o	wner(s)). This option can always be used he brokerage and bank account.	d for
Obtain the correct 🛌	Checking OR Saving	S			
routing number from the bank. Different routing numbers may be used	Bank Routing Number	Bank Name			
for Bank Wires and EFT transactions.	Bank Account Number final destination	Payee Name(s) Exactly as Shown or	n Bank Account		

continued on next page

#### 2. Bank Standing Instructions continued

	EFT Instructions #2		
Check one. ►	<ul> <li>Establish new instructions</li> <li>Change existing instructions</li> <li>Delete existing instructions</li> </ul>	Line Number	If you have multiple instructions established and are changing or deleting an existing instruction, include the line number. Obtain the line number from your investment representative.
Check one. ►	<ul> <li>both disbursements and receip</li> <li>3rd Party None of the owners the brokerage account are on the</li> </ul>	its. of the brokerage account are owners on th	oank account. This option can be used for e bank account OR some of the owners on wner(s)).This option can always be used for the brokerage and bank account
	Checking OR Savings	,	
Obtain the correct routing number from the bank. Different routing numbers may be used	Bank Routing Number	Bank Name	
for Bank Wires and EFT transactions.	Bank Account Number final destination	Payee Name(s) Exactly as Shown on Bank Account	

## 3. Journal Standing Instructions

Journal Standing Instructions allow you to transfer cash or securities from the brokerage account number(s) provided at the top of this form to another brokerage account ("to account") provided below.

Certain journals and
transfers are not
permissible from
brokerage accounts to
other brokerage accounts
or retirement accounts.

Consult with your investment representative for further information.

Establish Instructions Provide the "to account" numbers that you wish to estab	lish:
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Accou	nt Numł	ber		
Accou	nt Numł	ber		

Account Number								
Account I	Numb	ber						

Delete Instructions Provide the "to account" numbers that you wish to delete:

Account Number		
Account Number		

Accoun	t Num	ber			
Accoun	t Num	ber			

# 4. Check Disbursement Standing Instructions

**Check Disbursement Standing Instructions** allow you to request that a check be paid and mailed to the name(s) and address on record or to an alternate payee and/or alternate address listed below.

	Pa	yee #1					
Check one. ▶		Establish new instructions Change existing instructions Delete existing instructions	Line Number			estab delet incluc line n repre	have multiple instructions lished and are changing or ing an existing instruction, de the line number. Obtain the umber from your investment sentative.
Check one.		1st Party Paid to the name(s) of Check Stub Information fields of 3rd Party Paid and/or mailed t	an be modified.			of recc	rd. If selected, only the Memo and
Avoid any account number or SSN that compromises a customer's identity. If needed, use the Memo and Check Stub Information fields.		Payee Attention maximum 32 characters total, i Attn: Address		OR		32 charad	cters total, including "C/O"
		City			State/Province		Zip/Postal Code
Information provided in the Memo field will print on the check but will	•	Memo maximum 30 characters					
not appear visible in the window of the envelope.	Pa	Check Stub Information maximum 100 cl					
Check one.	_	Establish new instructions				lf vou l	have multiple instructions
		Change existing instructions	Line Number			establi	shed and are changing or deleting
		Delete existing instructions				numbe	ting instruction, include the line or. Obtain the line number from vestment representative.
Check one.		<b>1st Party</b> Paid to the name(s) of Check Stub Information fields of	on the account and se an be modified.	ent to m	nailing address	of recc	rd. If selected, only the Memo and
		<b>3rd Party</b> Paid and/or mailed t	to an alternate payee	and/or	<sup>-</sup> address.		
Avoid any account number or SSN that compromises a customer's		Payee					
identity. If needed, use the Memo and Check		Attention maximum 32 characters total, i	including "Attn:"		Care of maximum	32 charad	cters total, including "C/O"
Stub Information fields.		Attn:		OR	C/O		
		Address					
		City			State/Province	)	Zip/Postal Code
Information provided in the Memo field will print	•	Memo maximum 30 characters					
on the check but will not appear visible in the window of the envelope.		Check Stub Information maximum 100 cl	haracters				

#### 5. Signatures and Dates Form cannot be processed without signatures and dates.

#### By signing below, you:

- Authorize National Financial Services LLC ("NFS") to act upon your and/or your Broker-Dealer's requests to disburse funds or transfer cash or securities from your brokerage account to the designated bank or other brokerage accounts above in accordance with the instructions given by you and/or your Broker-Dealer to NFS without first confirming those instructions with you directly.
- Understand and agree that NFS will not be liable for any loss, cost, or expense so long as NFS transmits the redemption proceeds to the bank account identified above or transfers cash or securities to another brokerage account maintained at

your Broker-Dealer identified above. NFS reserves the right, but has no obligation, to confirm your Broker-Dealer's instructions with you prior to acting on such instructions.

- Further certify and agree that the above directions and authorizations in this document will continue until your Broker/ Dealer and, if required, NFS receives the actual written notice of any change thereof.
- Indemnify and hold harmless your Broker-Dealer, NFS and its officers, directors, employees, agents, affiliates, shareholders, successors, assigns and representatives from and against any and all losses, claims, or financial obligations that may arise from any act or omission by you and/or your Broker-Dealer with respect to your account.
- Understand and agree that this form is your authorization and direction to your Broker-Dealer and NFS to utilize these payment instructions when acting upon your request(s) to send a check disbursement or to move money from your brokerage account to a bank or other brokerage account(s) you designate above.
- Understand and agree that NFS cannot confirm the account registration at the receiving bank or financial institution.
- Understand that these instructions may be purged from your account if the instructions have not been used for an extended period of time.

All account owners (and authorized individuals) must sign and date in accordance with the signature requirements outlined in the account's supporting documents. For certain entities, such as trusts, estates, corporations, partnerships, or other organizations, identifying documentation is also required.

Print Account Owner Name First, M.I., Last		Print Authorized Signatory Name First, M.I., Last	
	Date MM - DD - YYYY	Authorized Signatory Signature	Date MM - DD - YYYY