



# FIRST SENTIER FUNDS TRANSFER ON DEATH (TOD) REGISTRATION FORM

For assistance in completing this application form, an initial purchase letter of instruction, or any other query, please call 866-811-6468 or 312-557-3182, if dialing internationally. Please mail your completed, signed and dated application to First Sentier Funds, PO Box 4766, Chicago, IL 60680-4766 or overnight to First Sentier Funds, C/O Northern Trust Company, 333 S Wabash Avenue, W-38, Chicago, IL 60604.

Please print all information.

## 1 PROVIDE YOUR INVESTOR INFORMATION

FIRST NAME

MIDDLE INITIAL

LAST NAME

SOCIAL SECURITY NUMBER

DATE OF BIRTH

ADDRESS

ADDRESS

CITY/STATE/ZIP

TELEPHONE NUMBER (DAYTIME)

TELEPHONE NUMBER (EVENING)

E-MAIL ADDRESS

## 2 PROVIDE YOUR ACCOUNT TYPE

**The TOD registration is available only for individual or joint tenants with rights of survivorship accounts.**

☐ **Existing Accounts:** I am currently a shareholder of one or more accounts. I have listed below the accounts that will be subject to the direction made by me in this Form. *(Medallion signature guarantee required. See Step 6 for more information.)*

FUND NAME

ACCOUNT NUMBER

FUND NAME

ACCOUNT NUMBER

FUND NAME

ACCOUNT NUMBER

FUND NAME

ACCOUNT NUMBER

☐ **New Account:** I would like to open a new account *(this form must be accompanied by the New Account Application).*

DESIGNATE YOUR BENEFICIARY

Upon my death, the beneficiary(ies) shall be:

|                                                                      |                        |              |
|----------------------------------------------------------------------|------------------------|--------------|
| BENEFICIARY NAME/ADDRESS                                             |                        |              |
| DATE OF BIRTH                                                        | SOCIAL SECURITY NUMBER | RELATIONSHIP |
| <input type="checkbox"/> PRIMARY <input type="checkbox"/> CONTINGENT | <div>SHARE %</div>     |              |

|                                                                      |                        |              |
|----------------------------------------------------------------------|------------------------|--------------|
| BENEFICIARY NAME/ADDRESS                                             |                        |              |
| DATE OF BIRTH                                                        | SOCIAL SECURITY NUMBER | RELATIONSHIP |
| <input type="checkbox"/> PRIMARY <input type="checkbox"/> CONTINGENT | <div>SHARE %</div>     |              |

|                                                                      |                        |              |
|----------------------------------------------------------------------|------------------------|--------------|
| BENEFICIARY NAME/ADDRESS                                             |                        |              |
| DATE OF BIRTH                                                        | SOCIAL SECURITY NUMBER | RELATIONSHIP |
| <input type="checkbox"/> PRIMARY <input type="checkbox"/> CONTINGENT | <div>SHARE %</div>     |              |

|                                                                      |                        |              |
|----------------------------------------------------------------------|------------------------|--------------|
| BENEFICIARY NAME/ADDRESS                                             |                        |              |
| DATE OF BIRTH                                                        | SOCIAL SECURITY NUMBER | RELATIONSHIP |
| <input type="checkbox"/> PRIMARY <input type="checkbox"/> CONTINGENT | <div>SHARE %</div>     |              |

|                                                                      |                        |              |
|----------------------------------------------------------------------|------------------------|--------------|
| BENEFICIARY NAME/ADDRESS                                             |                        |              |
| DATE OF BIRTH                                                        | SOCIAL SECURITY NUMBER | RELATIONSHIP |
| <input type="checkbox"/> PRIMARY <input type="checkbox"/> CONTINGENT | <div>SHARE %</div>     |              |

|                                                                      |                        |              |
|----------------------------------------------------------------------|------------------------|--------------|
| BENEFICIARY NAME/ADDRESS                                             |                        |              |
| DATE OF BIRTH                                                        | SOCIAL SECURITY NUMBER | RELATIONSHIP |
| <input type="checkbox"/> PRIMARY <input type="checkbox"/> CONTINGENT | <div>SHARE %</div>     |              |

## 4

## CONSENT OF SPOUSE

Any resident of a community property state (currently Alaska, Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington, and Wisconsin) who designate beneficiaries other than a spouse must obtain the spouse's consent.

I consent to (i) the naming of another person as primary beneficiary of this account or (ii) the naming of myself as primary beneficiary and others as others as contingent beneficiaries of this account. I give any interest in these assets to the account owner, to the extent necessary to accomplish the beneficiary designation made above.

SIGNATURE OF OWNER'S SPOUSE

DATE

SIGNATURE OF JOINT OWNER'S SPOUSE

DATE

## 5

## SIGN YOUR NAME

Please sign exactly as your name appears on your account.

- The undersigned have read and understand the attached Guidelines for TOD Registration and hereby instruct The Northern Trust Company, as transfer agent for First Sentier Funds, to register to accounts listed above, in Transfer on Death form, for the benefit of the beneficiaries designated above.
- Each of the undersigned hereby agrees to indemnify First Sentier Funds and The Northern Trust Company, as transfer agent for the Fund, against any loss, claim or expense (including reasonable attorney's fees) to the extent that any transfer on death effected pursuant to these instructions is alleged or found to have been invalid or ineffective for any reason and First Sentier Funds and The Northern Trust Company, as transfer agent for the Funds, will be entitled to attach or debit the account of the TOD beneficiaries to the extent necessary to enforce their rights to this indemnity.
- The undersigned agrees that this TOD registration shall be governed by and construed in accordance with the laws of Illinois regarding nonprobate transfers.

SIGNATURE

PRINTED NAME

DATE

SIGNATURE

PRINTED NAME

DATE

## 6

## MEDALLION SIGNATURE GUARANTEE

A Medallion signature guarantee is required if the registration of an existing First Sentier Funds account is being changed to a Transfer on Death (TOD) registration.

**Affix Medallion STAMP:**

Financial institution: Place Medallion Guarantee or Signature Validation Program stamp here.

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**IMPORTANT INFORMATION**

**You may obtain a Medallion Signature Guarantee or Signature Validation Program stamp from a participating bank or brokerage firm where you hold an account.**

NAME OF BANK OR FIRM

SIGNATURE OF OFFICER AND TITLE

Transfer on Death (TOD) is a form of ownership that enables a security owner, while retaining all normal rights of ownership during his/her lifetime, to designate an individual who will automatically become the security owner on the death of the current owner. The ownership of the security passes directly to the designated beneficiary outside of probate. During the lifetime of the owner(s), the beneficiary has no rights in, to or with respect to the security or any dividends or interest paid. The owner can transfer the security and negotiate dividend checks without the signature or consent of the beneficiary.

*Neither First Sentier Funds nor The Northern Trust Company is responsible for determining the tax and legal consequences concerning the decision to register shares in TOD form. Neither First Sentier Funds nor The Northern Trust Company shall be responsible to a designated TOD beneficiary for dividends or distributions in respect of shares registered in TOD form paid after the owner's death but before the transfer of such shares to the designated beneficiary. Investors should consult their attorney or tax advisor to obtain advice regarding the tax and legal consequences of TOD registration.*

**Eligible Owners:** The TOD registration format can only be used for: (1) sole owner accounts for natural persons, and (2) natural persons holding the shares as joint owners with rights of survivorship. TOD registration is not available for non-natural persons (e.g., corporations, trusts, etc.), tenants in common or community property registrations. Tenants in common or community property registrations are not allowed because such tenancies lack the right of survivorship.

**Eligible Beneficiaries:** You may appoint one or more beneficiaries. In addition, primary and contingent beneficiaries may be designated. You may list additional beneficiaries on a separate sheet, if needed. Primary beneficiaries are the first in line to receive the account upon the death of the account owner. Contingent beneficiaries receive the account upon the death of the account owner if, and only if, there are no surviving primary beneficiaries. The account owner does not have to designate any contingent beneficiaries. The beneficiaries on a TOD registration may be natural persons only. Custodians under the Uniform Transfers to Minors Act are permitted beneficiaries in a TOD registration. Custodians under the Uniform Gifts to Minors Act ("UGMA") are not permitted beneficiaries in a TOD registration (because UGMA only applies to gifts made during the lifetime of the account owner). Minors should not be designated beneficiaries unless a guardian or custodian is referenced in the registration. Until the account owner dies, the named beneficiary has no right in the shares in the TOD account and no instructions can be accepted from, or information provided to, such beneficiary. If the beneficiary fails to survive the account owner, the account will be treated as belonging to the owner's estate. If the beneficiary survives the owner but is not alive at the time the shares are presented for the transfer, the shares become part of the beneficiary's estate.

**How to Register a TOD Account:** To establish a new First Sentier Funds account with TOD registration, complete the First Sentier Funds New Account Application and the Transfer on Death (TOD) Registration Form. To change the registration on an existing First Sentier Funds account to a TOD registration, complete the Transfer on Death (TOD) Registration Form and have your signature guaranteed. All registered account owners must complete the Transfer on Death (TOD) Registration Form and their signatures must be Medallion guaranteed.

**Transfer and Revocation During Life of Owner:** You may change or revoke the TOD registration with clear instructions to First Sentier Funds, P.O. Box 4766, Chicago, Illinois 60680-4766. The letter of instructions must be Medallion signature guaranteed for all registered owners. If one joint owner has died, the surviving joint owner must provide First Sentier Funds with evidence of the death of the deceased joint owner (certified death certificate) and inheritance tax waivers and/or affidavits of domicile of the deceased joint owner, if applicable. The surviving joint owner may re-register the shares into sole ownership and can change or delete the beneficiary.

**Negotiation of TOD Accounts:** On the death of an individual owner or the last remaining joint owner, the shares become property of the designated beneficiary. The beneficiary must survive the owner to be entitled to the shares. If the beneficiary does not survive the owner or if the beneficiary is unable to

accept his or her interest, the shares become the property of the owner's estate. Moreover, if the beneficiary survives the owner but is not alive when the transfer request is received, the shares become the property of the beneficiary's estate. As noted above, primary beneficiaries are the first to receive the account upon the death of the account owner. Thus, the shares are transferred to each of the primary beneficiaries, in equal shares, who survive the account owner. If there are multiple primary or contingent beneficiaries, the shares are equally divided among the designated primary or contingent beneficiaries, as applicable. Contingent beneficiaries receive the account upon the death of the account owner if, and only if, there are no surviving primary beneficiaries.

If the account is owned by joint tenants with rights of survivorship, upon the death of the first joint tenant, no transfer to beneficiaries will be made. The surviving joint tenant becomes the sole owner of the assets in the account. Upon the death of the last surviving owner, the assets in the account will be transferred to the beneficiaries in accordance with the Transfer on Death (TOD) Registration Form in effect with respect to that account, unless such designation or registration has been revoked or otherwise superseded.

Shares will not be transferred to a beneficiary if the transfer agent receives written notice from any claimant to any interest in the security objecting to transfer.

**How to Transfer Shares to a Beneficiary:** To transfer shares to a beneficiary, we must receive a certified copy of the death certificate of the owner, inheritance tax waiver/affidavit of domicile of the owner if applicable, Medallion signature guaranteed instructions from each beneficiary, a W-9 form completed by each beneficiary, and such other information and proof of entitlement as First Sentier Funds may require. If the beneficiary is a minor or incompetent, a parent, guardian, or conservator, as appropriate, must submit an affidavit attesting that the beneficiary survived the owner. The person providing the affidavit must indicate their relationship to the beneficiary and their signature must be Medallion guaranteed. To transfer shares, the beneficiary or the beneficiary's representative must also indemnify First Sentier Funds and The Northern Trust Company against any death taxes, claims, losses or damages that may be created by reason of the transfer and must agree that if all or any portion of the account is determined to belong to another person, the beneficiary will transfer it to the person entitled to it.

**Responsibilities:** Neither First Sentier Funds nor The Northern Trust Company is responsible for the payment of any debts of the account owner or the payment of any taxes or other amounts owned by the account owner, by the estate or any beneficiary. In addition, neither First Sentier Funds nor The Northern Trust Company has any duty to locate beneficiaries, to determine the marital status of the account owner at any time, or to determine any other fact that may affect a transfer pursuant to the TOD registration of any account.

In the event First Sentier Funds or The Northern Trust Company becomes aware of any claim or dispute concerning a transfer, they may require the parties to adjudicate their respective rights or to require an indemnity bond protecting First Sentier Funds and The Northern Trust Company for the transfer. First Sentier Funds and The Northern Trust Company shall have the right to deduct from a TOD account an amount equal to the expenses reasonably incurred by them in connection with any claim or fact adverse to the transfer or disposition of the account.

**Future Changes in These Guidelines:** These guidelines are subject to change by First Sentier Funds for any reason, including changes in TOD status as adopted in several states and in the Securities Transfer Association's TOD Rules. If you would like to change or revoke your TOD registration, you must notify First Sentier Funds in writing with a Medallion signature guarantee from a commercial bank or trust company, a member firm of a national stock exchange, or from an eligible guarantor institution as defined by the Securities and Exchange Commission. Any questions or concerns should be directed to the Transfer Agent at 312-557-3182 or in writing to: First Sentier Funds, PO Box 4766, Chicago, IL 60680-4766