



**EQ Shareowner Services**

PO Box 64874  
Saint Paul MN 55164-0874  
1-800-468-9716 or 651-450-4064

[shareowneronline.com](http://shareowneronline.com)

**Authorization to Establish Standing Instructions for Electronic Delivery of Shares to Broker/Dealer**

Completion of this form is necessary to provide EQ Shareowner Services (EQ or Shareowner Services) with your Broker/Dealer information for future transactions to deliver shares to your Broker/Dealer. Separate instructions must be submitted for each issue of stock. This form must be signed by all registered owners and Medallion Signature Guaranteed. These instructions will expire in three years. A new instruction must be provided and signed for renewal. **NOTE:** Available for U.S. Residents only. See reverse for details.

**1. I authorize Shareowner Services to maintain the following information on my account:**

Broker/Dealer Firm Name

Broker/Dealer Account Number

Broker/Dealer Account Registration **You are advised to consult with your professional advisors if your Shareowner Services account registration does not match your Broker/Dealer Account Registration because it may have significant legal and tax implications.**

Broker/Dealer DTC Participant Number

Company of Stock

Shareowner Services Account Number

Shareowner Services Registration

**2. I authorize Shareowner Services to deliver shares to my broker/dealer electronically as indicated below.**

**Automatic Delivery**

- Delivery of full shares (Direct Registration shares and Plan shares) will be initiated to the broker/dealer account indicated above once shares have been credited to your Shareowner Services account.
- Choose only one of the options below for any fractional share remaining in your account; if no fractional shares option is selected fractional shares will be kept in the account\*:

- Sell all fractional shares remaining in the account
- Keep the fractional shares in the account
- Sell all fractional shares and terminate dividend reinvestment on the account

\* To view terms and conditions or service fees of a Plan or DRS transaction, visit [shareowneronline.com](http://shareowneronline.com) and select Sell Shares.

**OR**

**Request Delivery of Shares**

- Broker/Dealer account instructions will be added to your account. Delivery of shares will occur only when requested by the shareowner(s). The request can be initiated by signing into your Shareowner Online account or by calling Shareowner Services.

**See reverse side**

Shareowner Services and the company you invest in are not responsible for incomplete or incorrect information supplied by you.

**IMPORTANT:** All current owners or authorized individual(s) must sign their name and have the signature guaranteed by a member of a Medallion Stamp Program. An authorized individual must write their capacity (title) in the space below. The Medallion Guarantor may require additional documentation. The undersigned does (do) irrevocably constitute and appoint Equiniti Trust Company, attorney to transfer the said stock on the books of said Company with full power of substitution in the premises. Medallion Signature Guarantees can be obtained from financial institutions, including commercial banks, brokers, and credit unions.

**Signature of the Registered Owners:**

**All** owners must sign as they are registered on the account

Signature of all registered owners or legal representatives

X \_\_\_\_\_

X \_\_\_\_\_

Title of Legal Representatives, if applicable:

X \_\_\_\_\_

**Medallion Signature Guarantee.** Note to Guarantor: Medallion Stamp must be fully legible and must **NOT** be dated or noted. A Notary Stamp is **not** acceptable.

**How to complete an Authorization to Establish Standing Instructions form**

**Section 1: Information to Maintain on Shareowner Account**

Please contact your broker if you need help filling out the broker account information.

- The Broker Authorization Form is available for U.S. shareowners only. If you reside outside of the U.S., please work with your securities dealer to have the shares moved electronically through the DRS Profile System.
- Broker/Dealer Firm Name: Name of your brokerage firm
- Broker/Dealer Participant Number: A number that identifies your brokerage firm. Please ask your broker for their DTC Participant Number
- Broker/Dealer Account Registration: Your account registration at your brokerage firm
- Broker/Dealer Account Number: Your account number at your brokerage firm
- Company of Stock: Company name of issue of stock
- Shareowner Services Account Number: Your account number with Shareowner Services

**For joint owners:** Completing this form will allow Shareowner Services to deliver shares to the broker pursuant to instructions of other joint owners on the account without further approval or other action on my part.

**There is a \$75 servicing fee** for maintaining standing instructions on your account. Please include payment when submitting this form.

**Mail your completed Authorization Form**

along with payment of \$75 to:

EQ Shareowner Services  
PO Box 64874  
Saint Paul MN 55164-0874

**If using a courier,** please mail your completed Authorization Form along with payment of \$75 to:

EQ Shareowner Services  
ATTN: Imaging Services  
1110 Centre Pointe Curve Suite 101  
Mendota Heights MN 55120