

TRUST ACCOUNT APPLICATION INSTRUCTIONS

BY ACCOUNT TYPE



By clicking your account type below, you will be taken to the necessary instructions to complete the application based on your account type.

Purpose of this form-By completing and signing this application the account owner is establishing an account subject to the terms and conditions made available by your advisor and outlined at trustamerica.com/tca. This form is required to open a managed account through your designated investment advisor, with TCA by E*TRADE providing custodial services to you and your investment advisor.

Where to get additional forms - If additional TCA by E*TRADE forms are needed, you may either ask your investment advisor or client representative for a copy of the form or download the form online at trustamerica.com/advisor-forms.

You must **complete all required fields and provide all required additional forms and documentation** to expedite processing and to avoid requests for additional information. The only exceptions are if a section or entry is listed as 'optional' or 'if applicable'. 'Optional' indicates the section or entry is an elective and nonobligatory service or feature. By entering information in an optional section or entry, you are choosing to participate in the service or feature. 'If applicable' indicates the section or entry is required if certain conditions apply. These conditions are outlined in detail in these instructions.

Print or type all entries. Print clearly in all CAPITAL LETTERS to complete this application. To type entries, a fillable PDF of this form can be found online at trustamerica.com/advisor-forms.

Unknown information - If information is requested and you do not know where to obtain the requested information, contact your investment advisor or client representative for direction.

Important New Account Information To help the government fight the funding of terrorism and money-laundering activities, federal law requires TCA by E*TRADE to verify your identity by obtaining your name, date of birth, address, and a government-issued identification number before opening your account. In certain circumstances, TCA by E*TRADE requires this information for any person(s) authorized to effect transactions in an account. Note: TCA by E*TRADE reserves the right to request additional information for an entity and/or as otherwise required to carry out any instructions including but not limited to transfer or liquidation of securities owned by the account. An account may be restricted and/or closed if TCA by E*TRADE cannot verify required information. TCA by E*TRADE will not be responsible for any losses or damages (including but not limited to lost opportunities) resulting from any failure to provide this information or from any restriction placed upon, or close of, your account.

You must complete all required fields and provide all required forms and documentation to expedite processing and to avoid unnecessary requests for additional information.

Trust account types

Click the account type you wish to open and it will send you to the appropriate instructions.

- [Irrevocable Trust](#)
- [Testamentary Trust](#)
- [Revocable/Amendable Trust](#)
- [Other Trust](#)
- [Legal/Estate](#)

TRUST ACCOUNT APPLICATION INSTRUCTIONS

BY ACCOUNT TYPE



Trust

Irrevocable Trust Account is an account for a trust which cannot be changed or canceled once it is set.

Revocable and Amendable Trust Account is an account for a trust that may be altered or terminated during the grantor's lifetime.

Testamentary Trust Account is an account for a trust that is created within a Will.

Other Trust Account: Please specify trust type. Consult with your legal adviser if you have questions.

Note: A Living Trust is a trust created for the trustor while the trustor is still alive and can be either revocable or irrevocable.

IMPORTANT: TCA by E*TRADE is authorized to follow the individual and independent instructions of any of the authorized trustee(s) listed on this application to deliver funds, securities or any other assets in this account to any party. This is a representation that either (1) the trust agreement expressly provides that each trustee is authorized to act individually, independently and without the consent of the other trustees for all purposes related to the trust account with TCA by E*TRADE, or (2) if the trust agreement does not contain such an express provision, the authorized trustee so acting has obtained the requisite consent of the other trustees in accordance with the requirements of the trust agreement made available by your advisor and found at trustamerica.com/tca.

Section 1: Trust Account Type, check only one

Check the appropriate box to indicate the type of account you want to create with this application.

Social Security number and date of birth - The Social Security number and the date of birth are required for authorized trustee(s), other than Corporate Trustees

More than two authorized trustees. If there are more than two trustees authorized to act individually and independently on behalf of the trust, complete, sign, and provide an "Additional Information Application Addendum" form and check the 'Additional authorized party information provided' box at the end of the section.

Note: All trustees including those listed as authorized trustee(s) in this section must sign the account application in Section 8.

*Note: TCA by E*TRADE reserves the right to request additional information as required to carry out any instructions including but not limited to transfer or liquidation of securities owned by the account.*

Section 2: Trust Account Information

A. Account Registration

Enter the legal title of the trust.

B. Date of Trust or Plan

Enter the date of the trust. Do not provide the dates of any updates or the dates of any amendments to the trust unless the actual date of the trust has been restated.

C. Estate/Trust EIN or SSN

Provide the Tax ID, EIN or SSN of the trust for tax filing purposes.

D. Physical Mailing Address (PO BOX allowed)

You must provide the trust's mailing address and this may contain a PO Box or mailbox drop. If a PO Box mailbox drop or non-residential address is provided in this section, then Section 2E must be completed to provide the residential address for mail.

E. Physical Street Address (PO BOX NOT allowed)

This should only be completed if a PO Box or mailbox drop is provided in Section 2D.

F. Source of funds

Select only one box.

G. Purpose and expected use of the account

Select only one box.

H. Industry business operates- select if the trust is a statutory trust created by filing with a Secretary of State or similar office.

- a) Manufacturing Food, Textile, and Leather
- b) Manufacturing Wood, Paper, Chemical and Nonmetallic Minerals
- c) Manufacturing Metal, Machinery and Other
- d) Transportation
- e) Professional, Scientific, and Technical Services
- f) Health Care and Social Assistance
- g) Arts, Entertainment, and Recreation
- h) Educational Services
- i) Agriculture, Forestry, Fishing and Hunting
- j) Administrative and Support and Waste Management and Remediation Services
- k) Public Administration
- l) Mining, Quarrying, and Oil and Gas Extraction
- m) Utilities
- n) Wholesale Trade
- o) Retail Trade - Motor Vehicle, Home, Clothing, and Food
- p) Retail Trade - Sport, Gift, Department Store, and other
- q) Warehousing and Delivery
- r) Information
- s) Accommodation and Food Services
- t) Other Services (except Public Administration)
- u) Other Industry
- v) Construction
- w) Finance and Insurance
- x) Real Estate and Rental and Leasing
- y) Management of Companies and Enterprises

Section 3: Authorized Party/Participant Information

Corporate Trustee - If a trustee is a corporate trustee, a corporate resolution is required designating the individuals authorized to act on behalf of the corporate trustee.

A. Name and Contact Information.

Enter the legal name and contact information of the trustee authorized to act individually and independently on behalf of the trust applying for the account.

B. Physical Mailing Address (PO BOX allowed)

You must provide the trustee's mailing address and this may contain a PO Box or mailbox drop. *If a PO Box mailbox drop or non-residential address is provided in this section, then Section 3C must be completed to provide the residential address for mail.*

C. Physical Address (PO BOX NOT allowed)

This should only be completed if a PO Box or mailbox drop is provided in Section 3B.

D. Citizenship status

Check the box for the type of identification you are providing for the authorized party. Enter the identification number and expiration date in the spaces provided. Enter the state designation, if applicable.

Section 4: Additional Authorized Party, if applicable

A. Name and Contact Information.

Enter the legal name and contact information of an additional trustee, if any, authorized to act individually and independently on behalf of the trust opening the account.

TRUST ACCOUNT APPLICATION INSTRUCTIONS

BY ACCOUNT TYPE



Trust (continued)

B. Physical Mailing Address (PO BOX allowed)

You must provide the trustee's mailing address and this may contain a PO Box or mailbox drop. If a PO Box, mailbox drop or non-residential address is provided in this section, then Section 4C must be completed to provide *the residential address for mail*.

C. Physical Address (PO BOX NOT allowed)

This should only be completed if a PO Box or mailbox drop is provided in Section 4B.

D. Citizenship status

Check the box for the type of identification you are providing for the authorized party. Enter the identification number and expiration date in the spaces provided. Enter the state designation if applicable.

IMPORTANT: To designate additional authorized parties, complete the Additional Information Application Addendum.

Section 5: Beneficial Ownership Information

If the individual who has significant responsibility for managing the entity also owns 10% or more of the entity, please enter the information in both the Control Person and Beneficial Owner sections.

Sign and date. Acknowledge certification.

Section 6: Account Management

A. Client Representative Information

Enter the information for the client representative that is associated with or referring you to the Investment Advisor that will be managing your account.

B. Investment Advisor Information

Enter the name of the investment advisor or money manager firm managing the account. *Note: As authorized party, you are granting the exclusive authority to the investment advisor or money manager firm to direct the investment activities of this account.*

Section 7: Email and Electronic Delivery

A. Email Address

Please type or print legibly. One valid email address is requested for each account and will be used for e-delivery of statements and other account documents if Opted-in...

B. Electronic Delivery (e-delivery)

To Opt-in to e-delivery of statements and other account documents, please log in to trustamerica.com/liberty. Go to: About your Account – then Document Delivery. Please contact your advisor for any questions you may have.

Important: If you would like to consolidate your statements for accounts managed by a single investment advisor, please complete the separate Statement Family Request form.

Section 8: Authorized Signatures

It is important for you to read and understand the terms and conditions covering this application before you sign. Please print and keep a copy for your records of the terms and conditions which are made available by your advisor and at trustamerica.com/tca.

Sign and date - Read over the signature section carefully, insert "TTEE" as your designation in the title box, then sign and date the application.

TRUST ACCOUNT APPLICATION INSTRUCTIONS

BY ACCOUNT TYPE



Legal/estate

Guardianship or Conservatorship Account is an account for a beneficial owner, usually a minor or a person who can no longer manage his/her financial matters, where a court-appointed guardian or conservator has been legally named. A copy of the court documents appointing the guardian or conservator is required.

Estate Account is an account created when an account owner dies and that is administered by an executor or administrator of the estate.

Note: Provide a copy of the certified death certificate with visible certification seal and copy of certified letters of testamentary with visible court seal.

Note: TCA by E*TRADE reserves the right to request additional information as required to carry out any instructions including but not limited to transfer or liquidation of securities owned by the account.

Section 1: Account Type, check only one

Select "Legal" in section 1 and print the type of legal account on the line provided (i.e. Estate, Guardianship or Conservatorship).

Section 2: Primary Account Owner Information

A. Account Registration

Enter the legal title of the account.

Estate: The name field will contain the name of the estate, and the SSN field will contain the estate's EIN.

Custodian/Guardian: The minor will be the primary owner so it will be the minor's name, accompanied by the minor's SSN.

B. Date of Trust

Enter the date of the trust. Do not provide the dates of any updates or the dates of any amendments to the trust unless the actual date of the trust has been restated.

C. Estate/Trust EIN or SSN

Provide the Tax ID, EIN or SSN of the trust for tax filing purposes.

D. Physical Address (PO BOX allowed)

You must provide the primary account owner's mailing address and this may contain a PO Box or mailbox drop. *If a PO Box, mailbox drop add nonresidential address provided in this section, then Section 2C must be completed to provide the residential address for mail.*

E. Physical Address (PO BOX NOT allowed)

This should only be completed if a PO Box or mailbox drop is provided in Section 2B.

F. Source of funds

Select only one box.

G. Purpose and expected use of the account

Select only one box.

H. Industry business operates- select if the trust is a statutory trust created by filing with a Secretary of State or similar office.

- a) Manufacturing Food, Textile, and Leather
- b) Manufacturing Wood, Paper, Chemical and Nonmetallic Minerals
- c) Manufacturing Metal, Machinery and Other
- d) Transportation
- e) Professional, Scientific, and Technical Services
- f) Health Care and Social Assistance
- g) Arts, Entertainment, and Recreation
- h) Educational Services
- i) Agriculture, Forestry, Fishing and Hunting
- j) Administrative and Support and Waste Management and Remediation Services

- k) Public Administration
- l) Mining, Quarrying, and Oil and Gas Extraction
- m) Utilities
- n) Wholesale Trade
- o) Retail Trade - Motor Vehicle, Home, Clothing, and Food
- p) Retail Trade - Sport, Gift, Department Store, and other
- q) Warehousing and Delivery
- r) Information
- s) Accommodation and Food Services
- t) Other Services (except Public Administration)
- u) Other Industry
- v) Construction
- w) Finance and Insurance
- x) Real Estate and Rental and Leasing
- y) Management of Companies and Enterprises

Section 3: Authorized Party Information

A. Account Owner

Check the appropriate box (Executor, Conservator, or Other) for the additional account owner and enter their legal name and contact information.

B. Physical Mailing Address (PO BOX allowed)

You must provide a mailing address and this may contain a PO Box or mailbox drop. *If a PO Box or mailbox drop is provided in this section, then Section 3C must be completed to provide the residential address for mail.*

C. Physical Address (PO BOX NOT allowed)

This should only be completed if a PO Box or mailbox drop is provided in Section 3B.

Citizenship status

Check the box for the type of identification you are providing for the additional account owner. Enter the identification number and expiration date in the spaces provided. Enter the state designation if applicable.

IMPORTANT: To designate additional account owners, complete the Additional Information Application Addendum.

Section 4: Additional Authorized Party Information, if applicable

Section 5: Beneficial Ownership Information

Please complete this section only if the trust is a statutory trust created by filing with a Secretary of State or similar office.

If the individual who has significant responsibility for managing the entity also owns 10% or more of the entity, please enter the information in both the Control Person and Beneficial Owner sections.

Sign and date. Acknowledge certification.

Section 6: Account Management

A. Client Representative

Enter the information for the client representative that is associated with or referring you to the Investment Advisor that will be managing the account.

B. Investment Advisor Information

Enter the name of the investment advisor or money manager firm managing your account. *Note: As the account owner, you are granting the exclusive authority to your investment advisor or money manager firm to direct the investment activities of this account.*

TRUST ACCOUNT APPLICATION INSTRUCTIONS

BY ACCOUNT TYPE



Legal/estate (continued)

Section 7: Email and Electronic Delivery

A. Email Address

Please type or print legibly. One valid email address is requested for each account and will be used for e-delivery of statements and other account documents if elected.

B. Electronic Delivery (e-delivery)

To Opt-in to e-delivery of statements and other account documents, please log in to app.trustamerica.com/liberty. Go to; About your Account – then Document Delivery. Please contact your advisor for any questions you may have.

Important: If you would like to consolidate your statements for accounts managed by a single investment advisor, please complete the separate Statement Family Request form.

Section 8: Authorized Signatures

It is important for you to read and understand the terms and conditions covering this application before you sign. Please print and keep a copy for your records of the terms and conditions which are made available by your advisor and at: app.trustamerica.com/tca.

Sign and date. Read over the signature section carefully, then all account owners must sign and date the application.

Interested Third Party(ies)

If you would like to designate interested third parties receive copies of your statements, deposit confirmations, or tax forms, then complete, sign, and provide an "Additional Information Application Addendum" form.

Examples of interested third parties are tax accountants, attorneys, and other types of personal representatives. *Note: An interested third party is not your investment advisor or your client representative.*