

# Account Maintenance Request

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**J.P.Morgan**  
Asset Management

Please write account number in box provided below.

 Institutional Services: 1-800-766-7722  
 Fax: 1-877-371-5948

Please complete section 1. Additionally, please check the appropriate box below and complete the corresponding section. Note that sections designated with an asterisk (\*) require completion of the signature guarantee (section 5). Please e-mail, fax, or mail the completed form to the contact details listed at the bottom of page 2.

- Change of address or telephone number (section 2)  
 Change of fax number (section 2)  
 Change of Banking and Wire Instructions\* (section 3)

## 1. Current Account Information

Account name

Account number

Tax ID Number

## 2. Change of Name, Address or Telephone Number

Please check all that apply:  New address  New Fax number  New telephone number

Account name<sup>1</sup>

Mailing address

City

State

Zip code

Business phone number

Fax number

1. Account name changes generally require updated signing authority, legal documentary evidence of the change, and a completed W9. Please contact Global Liquidity Customer Service at 1-800-766-7722 for confirmation.

## 3.\* Change of Banking and Wire Instructions

Medallion Signature Guarantee required if bank instructions listed below are not currently on file. (see section 5).

- Designate as Primary Instructions  Change Existing Instructions  
 Add Instructions  Automatically debit my JPMorgan Chase Bank account for purchases into my J.P. Morgan Fund account

Bank name:

Bank wire routing number ABA:

Bank account number:

Bank account registration:

Bank account registration:

- Designate as Primary Instructions  Change Existing Instructions  
 Add Instructions  Automatically debit my JPMorgan Chase Bank account for purchases into my J.P. Morgan Fund account

Bank name:

Bank wire routing number ABA:

Bank account number:

Bank account registration:

Bank account registration:

## 4. Authorized Signatory

Please consider whether or not the resolution we have on file for your account(s) requires two or more signatures to make account changes.

X \_\_\_\_\_  
Authorized Signature

X \_\_\_\_\_  
Authorized Signature

## 5. Medallion Signature Guarantee

Medallion Signature Guarantee required for Banking Instruction changes. It is not required if only adding the automatic debit functionality to bank instructions already on file or making registration changes.

To protect you and J.P. Morgan Funds against fraud, your signature(s) must be guaranteed by any "eligible" guarantor. Eligible guarantors include commercial banks, trust companies, savings associates and credit unions as defined by the Federal Deposit Insurance Act. Also included are member firms of a domestic stock exchange. You should verify with the institution that they are an acceptable (eligible) guarantor prior to signing.

**A guarantee from a notary public is not acceptable.**

Name of Bank or Broker

X \_\_\_\_\_  
Authorized Signature

Financial institution: Place Medallion Guarantee stamp here.

### IMPORTANT INFORMATION

You may obtain a Medallion Guarantee from a bank or brokerage firm where you hold an account. We ask for a guarantee of your signature instead of a notarization because a notary does not provide the legal protection to process your transaction.

 Please send the completed maintenance request to:

**Email:**  
[liquidity.client.services.americas@jpmorgan.com](mailto:liquidity.client.services.americas@jpmorgan.com)

**Fax to:**  
1-877-371-5948  
Attn: Fund Services

**Mailing address:**  
J.P. Morgan Institutional Fund Services  
P.O. Box 219265  
Kansas City, MO 64121-9265