



# Schwab MoneyLink<sup>®</sup> Electronic Funds Transfer Form

**Investment Advisor ("IA") Information** (This portion to be completed by IA.)

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IA Firm Name *(Please print.)*

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IA Master Account Number	Service Team
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IA Contact Name <i>(if follow-up is required)</i>	IA Telephone Number	IA Email Address
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**Use This Form To:**

- Establish a standing authorization to transfer funds electronically between your Schwab account(s) and an account at another U.S. financial institution. **You may not transfer funds to financial institutions outside the territorial jurisdiction of the United States.** You may also use this form to authorize your IA to request such transfers on your behalf.
- Set up direct, ongoing electronic payments of income (dividends, interest, and money market account income) from your eligible Schwab account(s) (individual, joint, trust, sole owner, or proprietor) to your Charles Schwab Bank, SSB ("Schwab Bank") account or to an account at another financial institution.
- Change or terminate an existing electronic income payment plan.

Schwab MoneyLink is not available for some account registrations, including Individual 401(k), QRP, 403(b)(7), Estate, Guardianship, SEP-IRA (inbound), Conservatorship, and Custodial (outbound to another financial institution account on which the minor's name is not listed). Please read the Important Eligibility Information for other limitations on Schwab MoneyLink.

To set up an electronic funds transfer for a Schwab Bank account, contact a Schwab Bank representative at 1-800-515-2157 or visit [www.schwaballiance.com](http://www.schwaballiance.com) and click on the Banking tab.

**Please Remember To:**

- Use the IRA Distribution Request Form to request distributions from an IRA, SEP-IRA, or SIMPLE IRA. If any IRA accounts are listed and an outbound profile is requested, we will only set up an outbound profile if a tax withholding election is on file. Use the ESA Distribution Request Form to request distributions from education savings accounts (ESAs).
- Complete a separate form for each other financial institution account.
- Allow up to two weeks following your account enrollment before you request your first transfer.

**1. Schwab Account Information (Required)**

Multiple accounts may be listed only if they have identical tax ID# and named account holder(s).

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Schwab Account Holder Name(s) *(List all names.)*

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Schwab Account Holder Name(s) *(Continued.)*

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Schwab Account Number(s)

**2. Transfer Instructions (Select either A or B.)**

**A. Set up or terminate instructions. (Select one.)**

- Set up new instructions. (Complete Sections 3, 4, and 7. Also complete Section 6 if you are adding IA authorization.)
- Set up an additional other financial institution account without removing existing instructions. (Complete Sections 3, 4, and 7. Also complete Section 6 if you are adding IA authorization.)
- Set up an additional other financial institution account and terminate existing instructions for other financial institution account number \_\_\_\_\_ (Complete Sections 3, 4, and 7. Also complete Section 6 if you are adding IA authorization.)
- Terminate existing instructions. (Complete Sections 3 and 7.)

**B. Change existing instructions.**

If your account has an existing MoneyLink authorization on file for more than one other financial institution account, you must provide the specific other financial institution account information to be updated in Section 3.

- Change amount for recurring transfer and/or frequency and start date instructions. (Complete Sections 4 and 7.)
- Change direction for on-request transfer instructions. (Complete Sections 4 and 7.)
- Add IA authorization only. (Complete Sections 3, 6, and 7.)
- Remove IA authorization only. (Complete Sections 3 and 7.)

**3. Other Financial Institution Account Information**

ABA Transit Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

- Type of Account (Select one):
- Personal Checking Account
  - Corporate/Organization Checking Account\*
  - Personal Savings Account
  - Corporate/Organization Savings Account\*

\*Corporate/Organization accounts may have additional requirements.

Attaching a canceled or voided preprinted check is required for processing.

Name must be preprinted and unaltered.



**Alternative Acceptable Documentation for Accounts Without Checks:**

- A deposit/withdrawal slip.
- An account statement from a bank or broker-dealer reflecting the account registration and number.
- A preprinted form (direct deposit form) from the other financial institution that includes the account title, account number, account type, and ABA Transit Routing Number.
- A letter from the other financial institution, on its letterhead and signed by an officer, that includes the account title, account number, account type, and ABA Transit Routing Number. For Organization accounts, this letter should include the names of the authorized account signers.

**4. Type of Transfer**

**On-Request Transfers.** (Select one below. If you do not make a selection, your account will be set up for on-request transfers into and out of your account. For SIMPLE IRA Master Accounts, select "Into my Schwab account.")

On-request transfers allow you the flexibility to move funds into or out of your account on the date and in the amount that you specify. Once you establish the Schwab MoneyLink® setup, you must contact Schwab or log in to [www.schwaballiance.com](http://www.schwaballiance.com) to make the first on-request transaction.

- Into my Schwab account
- Out of my Schwab account
- Into and out of my Schwab account

**Recurring Transfers.** (Select one below.) (Recurring transfers are not available for SIMPLE IRA Master Accounts.)

- Into my Schwab account in the amount of \$ \_\_\_\_\_
- Out of my Schwab account in the amount of \$ \_\_\_\_\_
- Into my Schwab IRA account, beginning for tax year (yyyy) \_\_\_\_\_ in the amount of (up to the annual contribution limit) \$ \_\_\_\_\_

**Indicate Frequency and Start Date of Your Recurring Transfer.** (You must select one option below if you selected a recurring transfer.) If this application is not received in time to make the first requested transfer date, we will start on the next transfer date in the sequence.

- Weekly, every (M, T, W, Th, F) \_\_\_\_\_, beginning (mm/dd) \_\_\_\_\_
- Two times per month, beginning on first transfer date (mm/dd) \_\_\_\_\_ and second transfer date (mm/dd) \_\_\_\_\_
- Monthly, beginning (mm/dd) \_\_\_\_\_
- Monthly; last business day of each month, beginning (mm/dd) \_\_\_\_\_
- Quarterly, beginning (mm/dd) \_\_\_\_\_
- Two times per year, beginning (mm/dd) \_\_\_\_\_
- Annually, beginning (mm/dd) \_\_\_\_\_

**5. Dividend and Interest Payment Instructions (If applicable)****Set Up/Change Instructions**

- Set up a new income payment plan.
- Change my existing income payment plan.
- Terminate my existing income payment plan.

**Income Options**

Choose "All Income Plan" OR up to three income payment options from below. Note: The maximum amount that can be transferred in a single transaction is \$500,000.

- All Income Plan (All dividend, interest, and money market account income will be consolidated into a single payment.)

## Flexible Income Plan (Choose up to three.)

- Dividends (Includes capital gains distributions; will be consolidated into a single payment.)
- Interest (Includes fixed income and CDs; will be consolidated into a single payment.)
- Money Market (Includes Schwab One® interest and Charles Schwab Bank, SSB ("Schwab Bank") interest; will be consolidated into a single payment.)

## Frequency (Check one.)

**Note:** If frequency is not provided, your account will be set up to begin paying income on the earliest available last business day of the month.

- As Accrued (Your account will be debited on the first business day after the day on which income is credited to your account. Generally, your Other Financial Institution account will be credited one business day after the debit occurs.)
- Last Business Day of the Month (Income is aggregated on the last business day of each month, and your account is debited on the first business day of the next month [excluding December]. Generally, your Other Financial Institution account will be credited one business day after the debit occurs.)

## 6. Investment Advisor ("IA") Authorization

Please initial below only if you want your IA to initiate Schwab MoneyLink® transactions on your behalf (and on the behalf of any other holder[s] of the other financial institution account). All Schwab account holders must initial below (an "X" is not sufficient). Only Schwab account holders, not holders of the other financial institution account, may initial this authorization. If you want to allow your IA to disburse funds via MoneyLink to accounts on which you are named account holder (known as a first-party transfer) at other financial institutions, you still need to initial this section even if you have previously given your IA Disbursement Authority. You may revoke this authorization by notifying Schwab. IAs are not permitted to initiate MoneyLink transactions for SIMPLE IRA Master Accounts.

**All Schwab account holders are required to initial below to authorize your IA to give Schwab instructions on your behalf, and on behalf of any other account holder(s). You must be an account holder on both accounts to enable your IA to request transfers from another financial institution account to your Schwab account.**

Account Holder/ Trustee/Custodian	I/We authorize Schwab to accept instructions from my/our IA to electronically transfer funds between my/our Schwab account and my/our Schwab Bank account or other financial institution account. IA's authority includes giving Schwab instructions on my/our behalf and changing existing instructions regarding the amount or frequency of transfers for one-time (on-request) transfers and recurring transfers, IRA contributions, stopping transfers, and canceling the Schwab MoneyLink Service (and reestablishing it within 60 days of cancellation). IA's authority does not include authority to designate or change the destination of the transfer, the account number of the external account, the address, or any other information about the destination contained in my/our instruction. My/Our IA's authority does not include enrolling other Schwab accounts or other financial institution accounts in the Service. The authority I/we am/are granting to my/our IA is subject to the Terms and Conditions of the Service and this Authorization Form. I/We understand that this authorization only allows my/our IA to provide MoneyLink instructions between my/our Schwab account and my/our other financial institution account, and does not enable my/our IA to instruct Schwab to make other types of disbursements from my Schwab account (for example, wire, journal, or check requests). I/We agree to indemnify and hold harmless Schwab; its affiliates; and their directors, officers, employees, and agents from and against all claims, actions, costs, and liabilities, including attorneys' fees, arising out of or relating to: (1) their reliance on these Standing Instructions and (2) Schwab's execution of my IA's instructions.
Add'l Account Holder/Co-Trustee	
Add'l Account Holder/Co-Trustee	
Add'l Account Holder/Co-Trustee	

## 7. Authorization to Transfer Funds

**A. Terms for Schwab Account Holders.** By signing this Agreement, I am signing up for the Schwab MoneyLink® Service (the "Service"). Terms and Conditions for the Service will be sent to me when this form is processed. Those Terms and Conditions will govern all transactions initiated under the Service, and my use of such Service will confirm that I have received, reviewed, and agreed to be bound by the Terms and Conditions, including, without limit, any amendments, until I cancel the Service as described in the Terms and Conditions. If this is a Trust account, I certify, as Trustee, that all one-time and recurring withdrawals from the Trust account will be in accordance with the authority granted under the Trust instrument and applicable law.

**B. Terms Relating to the Other Financial Institution Account.** My signature below authorizes Charles Schwab & Co., Inc. ("Schwab") to (i) initiate credit entries to my account indicated (the "Other Account") and to credit that account; (ii) initiate debit entries to the Other Account and to debit that account; and (iii) initiate reversals to the Other Account of erroneous or duplicate credit or debit entries and to credit or debit such account as appropriate. This authorization will remain in full force and effect until Schwab receives written or verbal notification in a time and manner so as to give Schwab and the other financial institution a reasonable opportunity to act on it.

**SIGNATURES ARE REQUIRED BELOW FOR ALL SCHWAB ACCOUNT HOLDERS if you initialed Section 6, Investment Advisor (IA) Authorization, or AT LEAST ONE SCHWAB ACCOUNT HOLDER if you did not initial Section 6.**

For Schwab Corporate, Partnership, or other Organization accounts, at least one authorized agents' signature is required.

**SIGNATURES ARE REQUIRED FOR AT LEAST ONE OTHER FINANCIAL INSTITUTION ACCOUNT HOLDER(S).**

If I am the sole account holder on the Schwab account and the other financial institution account, my signature below constitutes my agreement with the terms set forth in Sections 7A and 7B. If I am an account holder on the other financial institution account, by signing below I am acknowledging my agreement with the terms set forth in Section 7B.

Sign and date using black ink.

**X**

Account Holder/Trustee/Authorized Agent or Other Financial Institution Account Holder Signature

Today's Date (mm/dd/yyyy)

Print Name

**X**

Additional Account Holder/Co-Trustee/Authorized Agent or Other Financial Institution Account Holder Signature

Today's Date (mm/dd/yyyy)

Print Name

**X**

Additional Account Holder/Co-Trustee/Authorized Agent or Other Financial Institution Account Holder Signature

Today's Date (mm/dd/yyyy)

Print Name

**X**

Additional Account Holder/Co-Trustee/Authorized Agent or Other Financial Institution Account Holder Signature

Today's Date (mm/dd/yyyy)

Print Name

# Schwab MoneyLink<sup>®</sup> Electronic Funds Transfer Information

## Important Eligibility Information

### Organization or Corporate Accounts

If the account at the other financial institution is a corporation, partnership, sole proprietor or other organization account and is not identically registered as the Schwab account, a copy of the corporate resolution, partnership or sole proprietor letter, organization paperwork, or a signed letter from the bank (on bank letterhead, with authorized signers and pertinent account information listed) is required to determine authorized signers.

### Custodial Accounts

Withdrawals from Custodial accounts are permitted only when any one-time and recurring withdrawals from a Custodial account will be in accordance with the authority granted under the applicable enactment of the Uniform Gifts to Minors Act or the Uniform Transfers to Minors Act, and will be for the benefit of the minor.

### Loan Products

Generally speaking, electronic transfers are not available for loan products (such as HELOCs).

### Retirement Accounts

- This form cannot be used to request a distribution from an IRA or from an ESA. Use the IRA Distribution Request Form or the ESA Distribution Request Form.
- Schwab MoneyLink is not available for transfers into or out of Schwab Individual 401(k), QRP, or 403(b)7 accounts.

- Schwab MoneyLink is not available for transfers into Schwab SEP-IRA or SIMPLE IRA Participant accounts.

- For transfers into IRAs, if you do not specify a contribution limit or if you do not establish a regular contribution schedule, we will set your limit at the current federal maximum annual contribution limit based upon your age. If you have questions about the maximum annual contribution limit for a given tax year, please consult with your tax advisor. For each contribution year, transfers will stop once you have reached the contribution limit or at the end of the year, and your existing transfer schedule will resume in January for the next contribution year. If you would like to change your limit, call us at 1-800-515-2157 or contact your Investment Advisor.

### Company Retirement Accounts (CRAs)

- Schwab MoneyLink is only available into a CRA (Pension Trust Account) at Schwab if the funds are coming from an account of identical registration or from a company account with the same company name as the CRA.
- Schwab MoneyLink is only available out of a CRA (Pension Trust Account) if the funds are being sent to an account of identical registration or to an individual participant identified on the MoneyLink Authorization Form by the plan trustee(s).

