



## **INSTRUCTIONS**

### **Step 1: Complete Form**

Complete the Meeder Funds Shareholder Request Form and keep a copy for your records.

### **Step 2: Obtain a Medallion Signature Guarantee**

Instructions must be in writing and Medallion Signature Guaranteed. To obtain a Medallion Signature Guarantee, visit a commercial bank or brokerage firm. The guarantee must be in the form of a stamp.

If more than one signature is required, each signature must have its own signature guarantee stamp.

Notarization by a notary public is not acceptable.

### **Step 3: Mail Form**

Please fax your completed form to 614.766.6669 or mail it to Meeder Funds, P.O. Box 7177, Dublin, OH 43017.

If you choose to fax your form, please darken the copy prior to faxing the document to ensure readability.

The original form must be mailed to the address above for our records.

**Please contact Meeder Funds Client Services at 1.800.325.3539 with questions.**



6125 Memorial Drive, P.O. Box 7177, Dublin OH 43017 • Toll Free 800.325.3539  
614.760.2159 • Fax 614.766.6669 • www.meederinvestment.com

Please use this form to provide specific account instructions for the account(s) referenced below.

**1. ACCOUNT REGISTRATION AND ADDRESS INFORMATION**

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
PRINT NAME (if applicable)

\_\_\_\_\_  
SOCIAL SECURITY NUMBER

\_\_\_\_\_  
PHYSICAL STREET/APARTMENT ADDRESS

\_\_\_\_\_  
ACCOUNT NUMBER(S)

\_\_\_\_\_  
CITY, STATE, ZIP+4

\_\_\_\_\_  
REQUESTOR'S DAYTIME TELEPHONE NO.

**2. REQUEST**

I (We), undersigned, hereby request the following for the account(s) referenced above:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

Signature Guarantee Box

[Signature Guarantee Box]

Signature Guarantee Box

[Signature Guarantee Box]

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