



**COMMUNITY  
NATIONAL  
BANK**

# INVESTMENT AUTHORIZATION FORM

Effective 11/2014

225 Main Street • PO Box 225 • Seneca KS 66538  
Phone: (800)680-0340 • Fax (785)336-2214

RETIREMENT PLANS DIVISION

CNB Account Number \_\_\_\_\_ Account Name \_\_\_\_\_

## INVESTMENT PURCHASES/REDEMPTIONS

I agree to the terms of this form as well as the terms shown in the Custodial Agreement which apply to the following investments and hereby authorize Community National Bank (CNB) to invest, redeem, or exchange the funds in the retirement account specified below in the following manner. The execution of requested transactions may be delayed if other requirements are not fulfilled. Some redemption or exchange transactions may have applicable sales charges. Dividend options will be determined according to the investment's policies unless a dividend option is specified on the investment application, subscription document or in a separate letter of instruction.

Please review the disclosures shown throughout this form before authorizing any Investment Directives. Don't forget to submit to CNB all applicable investment applications or subscription documents that are required to process your investment. Your acknowledgment of disclosures and your signature is required on page 2 of this form.

**1. Purchase**  Send immediately using cash balance at CNB  
 Do not process until funding is received from the following (check each appropriate box):  
 Sale of investment within the account     Contribution     Pending transfer/rollover/conversion  
 Retain \$ \_\_\_\_\_ in cash  
*Note: Any custodial fees due (i.e. base fee, special service fee, etc.) will be deducted prior to processing any purchase.*

Name of Investment Being Purchased (Please specify fund class for mutual funds)	Purchase Amount (Please be specific)
	<input type="checkbox"/> Approx \$ _____ up to Max. \$ _____ <input type="checkbox"/> Exactly \$ _____ <input type="checkbox"/> All Available Cash
	<input type="checkbox"/> Approx \$ _____ up to Max. \$ _____ <input type="checkbox"/> Exactly \$ _____ <input type="checkbox"/> All Available Cash
	<input type="checkbox"/> Approx \$ _____ up to Max. \$ _____ <input type="checkbox"/> Exactly \$ _____ <input type="checkbox"/> All Available Cash
	<input type="checkbox"/> Approx \$ _____ up to Max. \$ _____ <input type="checkbox"/> Exactly \$ _____ <input type="checkbox"/> All Available Cash

**Processing Notes:** All purchases will be sent by regular mail unless otherwise indicated below. Redemption requests are sent by regular mail if telephone redemption is not available. If you prefer overnight service, please indicate the courier service to be used and provide a billing number for the charge.

Fed Ex     UPS Billing Number \_\_\_\_\_     I authorize CNB to deduct the overnight expense from the available cash in the account.

**2. Redeem** If selling shares through a Dividend Reinvestment Plan (DRP), when available, I authorize you to enroll, deposit, and sell the shares according to the terms of the plan prospectus. I understand if I sell partial shares, the remaining shares will remain in the DRP.

Name of Investment Being Redeemed (Please specify fund class for mutual funds)	Redemption Amount (Choose One)	
	<input type="checkbox"/> All Shares \$ _____	<input type="checkbox"/> Sell through DRP
	<input type="checkbox"/> All Shares \$ _____	<input type="checkbox"/> Sell through DRP
	<input type="checkbox"/> All Shares \$ _____	<input type="checkbox"/> Sell through DRP
	<input type="checkbox"/> All Shares \$ _____	<input type="checkbox"/> Sell through DRP

## SYSTEMATIC PURCHASES/REDEMPTIONS

I understand that the following instructions will remain in effect until I notify CNB in writing that I wish to discontinue these systematic purchases or redemptions.

**3. Systematic Purchase** My requested systematic purchase should begin in: \_\_\_\_\_ (Month)  
 The frequency of the purchase(s) should be:  Monthly     Quarterly     Semi-Annually     Annually

Name of Investment to Systematically Purchase (Please specify fund class for mutual funds)	Purchase Amount
	<input type="checkbox"/> All Available Cash \$ _____
	<input type="checkbox"/> All Available Cash \$ _____

**Processing Notes:** My account will not be swept for systematic purchases if the cash balance is less than \$100. Systematic purchases will be initiated on the 15<sup>th</sup> of each month if sufficient funds are available and will be sent by regular mail.

**4. Systematic Redemption** My requested systematic redemption should begin in: \_\_\_\_\_ (Month)  
 The frequency of the redemption(s) should be:  Monthly     Quarterly     Semi-Annually     Annually

Name of Investment to Systematically Redeem (Please specify fund class for mutual funds)	Redemption Amount (Choose One)
	<input type="checkbox"/> All Shares \$ _____ % _____
	<input type="checkbox"/> All Shares \$ _____ % _____

**Processing Notes:** Sale requests are sent by regular mail if telephone redemption is not available. Redemption date may be determined by the fund companies.

**Acknowledgement and Signature Required on Following Page**

**EXCHANGES**

Exchanges must be done within the same fund family or CNB will process the request as a redemption and subsequent purchase.

<b>5. Exchange</b> Requests are sent by regular mail if the telephone exchange option is not available.			
<b>Investment Name</b> (Please specify fund class for mutual funds)		<b>Exchange Amount (Choose One)</b>	
<b>From:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>To:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>From:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>To:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>From:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>To:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>From:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____
<b>To:</b>	<input type="checkbox"/> All Shares	\$ _____	% _____

**CUSTODIAL SERVICES ONLY**

CNB will provide custodial services with respect to the investments in your IRA, but we do not provide investment advice or information, nor are we the agent, partner, employee, representative, or affiliate of any financial representative, product sponsor or other individual or entity except as otherwise disclosed.

CNB does not sponsor or endorse any investment products other than CNB certificates of deposit. The suggested use of our custodial services by a financial representative, product sponsor, or any other individual or entity, does not deem such person or entity to be an agent, employee, representative or affiliate of CNB except as otherwise disclosed. We are not responsible for and are not bound by any representations, warranties, statements, agreements, disclosures, advice or information made by any such person beyond the terms and provisions contained in the CNB Agreement, Disclosure Statements, or other CNB forms or CNB documents.

**PROPER DOCUMENTS**

Any required subscription agreements and/or execution documents must be provided to CNB along with this form signed by the account owner and/or the account owner's designated representative. All investment directions must be in a format or manner acceptable to CNB. CNB reserves the right to amend all purchase documents in order to reflect the proper registration as follows:

**Community National Bank CUST  
FBO (Account Owner #xxxxxx)  
225 Main Street – PO Box 225  
Seneca, KS 66538  
Tax ID #48-0976372**

**VALUATIONS**

If you invest in a non-publicly traded investment, it may not be readily marketable. If the fair market value cannot be reasonably obtained, it may be stated at the inventory value (original subscription price less return of principal) or in some cases, as "not available". Market values for publicly traded investments are normally obtained on a monthly basis. Values for non-publicly traded investments are obtained quarterly, semi-annually, or annually depending on the investment type. For updated values, please contact the investment sponsor or your financial representative.

**INVESTMENT SELECTION**

You, and/or the designated representative (Rep) you have appointed, have the sole authority and discretion to select and direct the investment of all assets in your IRA. We permit you to invest in a wide variety of investments based on administrative factors only. CNB does not recommend or evaluate the prudence, merit, viability or suitability of any investment for your IRA and will not be responsible for the performance of any investment product. You should seek adequate financial, tax, and/or legal counsel as necessary to manage the assets of your IRA. Your Account Statement (and the reported values therein) should not be used as the basis for making, retaining, or disposing of an investment.

You may invest in any investments that you are qualified to purchase, that we deem administratively feasible at the time of the investment selection, and that are acceptable under the applicable laws. CNB reserves the right to refuse custody of any investment.

You accept full and sole responsibility for the success or failure of any investment decision. CNB has no duty or responsibility to monitor the performance of investments or actions of the sponsor, nor to monitor the adequacy of your actions or those of the designated rep you have appointed. CNB does not recommend, perform due diligence, or compensate the financial representative you have designated.

**UNRELATED BUSINESS TAXABLE INCOME**

Certain investments may generate Unrelated Business Taxable Income (UBTI). I understand that if my account generates UBTI in excess of \$1,000, IRS Form 990-T must be filed using a separate Employer Identification Number (EIN). Upon proper authorization, CNB will disburse funds from my IRA to pay applicable taxes generated from UBTI. I understand that CNB will not generate IRS Form 990-T for my account, therefore, I must consult with my tax advisor for preparation of this form as well as to determine my tax liability, if any.

**ARBITRATION AGREEMENT**

**Any investment authorizations are covered under the Custodial Agreement that governs your IRA. The Custodial Agreement is an enforceable contract that contains an agreement to submit all disputes to binding arbitration.**

**SIGNATURE**

Your signature on this form acknowledges and certifies that you have reviewed and understand the disclosures shown below as well as those on previous pages and in the Custodial Agreement.

- I hereby verify that I have obtained and read all pertinent information relating to the above investment(s) (i.e. prospectus, offering circular, investment agreement, etc.), and that I meet the suitability requirements of the offering(s) indicated and understand the risks.
- I acknowledge that I (or the designated representative I have appointed) have the sole authority and discretion to select and direct the investment of all assets in my IRA and I accept full responsibility for the success and failure of any investment decision.
- If I choose a private placement or nonstandard asset for my IRA, I acknowledge that such investments may require special service, may be more difficult to liquidate, and may involve a high degree of risk. I understand CNB is not responsible for monitoring neither my investment decisions nor the performance of any investment held in my IRA.
- I attest that this investment does not constitute a prohibited transaction as defined in the Internal Revenue Code Section 4975.
- I have not received any investment, tax, or legal advice from CNB. I will seek the advice of my own tax or legal professional to ensure compliance with related laws.
- I agree to hold CNB harmless from any liability, for any loss, damage, injury, or expense, which may occur as a result of the execution of this Investment Authorization.
- **I understand the investments in my account, with the exception of the Community National Bank (CNB) savings balance and any CNB certificates of deposit, are not FDIC insured; are not obligations of the bank; are not guaranteed by the bank; and involve risks, including possible loss of principal.**

**X** \_\_\_\_\_  
Signature of Account Owner (required for non-publicly traded investments)

\_\_\_\_\_  
Date

**X** \_\_\_\_\_  
Signature of Designated Representative

\_\_\_\_\_  
Date