

## A Statement Linking Instructions

Statement Linking allows clients in the same household (that is, clients sharing a common postal address) to choose to receive some or all of their eligible First Clearing monthly account statements in one envelope, along with a consolidated summary statement. The combined statements will be mailed to the address of the household's primary account.

**Instructions for Linking Paper Statements** (see Sections B and C for instructions to for Access Online Linking and Electronic Householding):

- 1) Complete Sections 1, 3, and 4 of the attached Account Linking Application.
- 2) Send completed Account Linking Application to Support at the contact information below.
- 3) Please allow two business days for paper statements to be linked.

## B Access Online Account Linking Instructions

Linking accounts through Access Online enables clients to view accounts with different account holders, under one Access Online username and password. For example, a husband and wife can view all of their accounts under the wife's login. This may also be used to provide a third party (bookkeeper, CPA) access to view client accounts online.

**Instructions for Access Online Statement Linking** (See Section C for instructions on Electronic Householding):

- 1) Clients should establish an Access Online username by calling 1-877-488-3748.
- 2) Complete Sections 2, 3 and 4 of the attached Account Linking Application. Clients must provide the Access Online user name in Section 2.
- 3) Send completed Account Linking Application to Support at the contact information below.
- 4) Please allow two business days for Access Online accounts to be linked.
- 5) After two business days, the client can login to Access Online and see all accounts linked to their username.

## C Electronic Householding Instructions

Electronic Householding allows an Access Online user to choose how to receive documents (by mail or electronically) for all linked accounts, including those accounts where the user is not an account holder. In order to enable Electronic Householding, clients must link their statements (section 1), as well as link their Access Online accounts (section 2).

**Instructions for Electronic Householding:**

- 1) Clients should establish an Access Online username by calling 1-877-488-3748.
- 2) Complete Sections 1, 2, 3, and 4 of the attached Account Linking Application. Clients must provide the Access Online user name in Section 2.
- 3) Send completed Account Linking Application to Support at the contact information below.
- 4) Please allow two business days for Access Online accounts to be linked.
- 5) After two business days, the client can login to Access Online and set the document delivery preferences for all linked accounts.

### SEND COMPLETED ACCOUNT LINKING APPLICATIONS TO:

Attn: Support  
Email: [support@tradepmr.com](mailto:support@tradepmr.com)  
Fax: 352-331-5830  
PO Box 358230  
Gainesville, Florida 32635

**1** Statement Linking

**Statement Linking**

By selecting the Statement Linking box above, you consent to receiving some or all of you eligible First Clearing monthly accounts statements in one envelope along with a consolidated summary statement which will be addressed and mailed to the Primary Account. You also agree to the attached Statement Linking Terms and Conditions and understand and agree that the financial information and disclosures provided in the Statements for all Linked Accounts may be viewed by any and all clients to any of the linked accounts.

**2** Access Online Account Linking

**Access Online Account Linking**

By selecting the Access Online Account Linking box above, you consent to having the account listed linked and viewable under the Access Online username provided. Additionally, by selecting both Statement Linking and Access Online Linking you are enrolling in Electronic Householding where you consent to the attached Electronic Delivery for Authorized User Agreement. Electronic Householding allows the user to edit the document delivery preferences for all accounts listed.

<b>Access Online User Name:</b>	<b>Name of Access Online User (must sign below):</b>

**3** Account Information

**Primary Account Information – DESIGNATE THE PRIMARY ACCOUNT**

This account will serve as the main information source for statement linking and householding. All linked statements and disclosures will be mailed to the Primary Account address on file with First Clearing or made accessible through Access Online if enrolling in Electronic Householding.

<b>Primary Account Number:</b>	<b>Primary Account Title:</b>

**Linked Account Information – DESIGNATE ONE OR MORE LINKED ACCOUNTS**

Account Number:	Account Name:	Account Type:
1.		
2.		
3.		
4.		
5.		
6.		
7.		

**4** Certification – ALL CLIENTS FOR EACH ACCOUNT MUST SIGN

Account Holder #1 Signature	Print Name	Date
Account Holder #2 Signature	Print Name	Date
Account Holder #3 Signature	Print Name	Date
Account Holder #4 Signature	Print Name	Date

**Statement Linking Terms and Conditions:**

The Statement Linking Program (the "Program"), allows clients in the same household (a common postal address) to elect to receive some or all of your eligible First Clearing monthly account statements in one envelope along with a consolidated summary statement which will be addressed and mailed to the Primary Account.

**TERMS & CONDITIONS**

- A common postal address is required in order to link accounts.
- Monthly statements for linked accounts will be delivered in one package to the postal address of the "Primary Account" or may be accessed online with e-mail notification sent by electronic delivery (if enrolled for such delivery).
- Delivery of electronic notification by email will alert anyone with online access to any of the linked accounts and will allow all clients of the linked accounts to view the accounts within the respective client's profile. The primary account may view monthly statements of all linked accounts.
- Linked accounts that are set up for electronic delivery will not receive paper statements by mail.
- All accounts enrolled in the Program shall remain linked until (i) a client requests to de-link an account, or (ii) the mailing address of one or more linked accounts is changed.
- All clients for each of the accounts to be linked must agree to the terms and conditions of the Statement Linking Application.
- One consolidated summary statement (containing General Instructions and disclosures and Specific Instructions and disclosures) will be delivered to the common postal address, addressed to the Primary Account. All Clients of Linked Accounts that are set up for electronic delivery may access the General Instructions and disclosures and Specific Instructions and disclosures.

**Electronic Delivery Consent for Authorized User:**

In this agreement, "I", "me" and "my" refer to the Registered Account Owner and all others who are legally obligated on this account.

To consent to electronic delivery, this document must be completed by the registered account owner.

My accounts are currently enrolled in the First Clearing, LLC Statement Linking Program\* with the account(s) of a First Clearing, LLC account owner who has enrolled in First Clearing, LLC Access Online/online brokerage ("AO"). The AO User is not a registered account owner of my account. The authorized user will have online access to all accounts grouped in my household based on address of record.

By signing this document, I hereby acknowledge, authorize and certify as follows:

1. The AO User is authorized to view my account(s) online via Access Online/online brokerage and any/all electronic documents available. I understand that I must notify my financial advisor if I wish to revoke this authorization at which time I must enroll in Access Online/online brokerage to continue to receive electronic delivery of account documents.
2. I consent to electronic delivery for my account(s) listed and authorize the AO User to set the electronic preferences for specified account documents. Specified account documents include account statements, trade confirmations, tax document, shareholder information, including proxy material and information necessary to vote proxy material, and initial trade prospectuses ("account documents"). The AO User is also authorized to set my electronic preferences for additional account documents that may be subsequently available for electronic delivery. I acknowledge that when such electronic preferences are set, I will no longer receive printed copies of such account documents. I understand that I may request a copy of a printed account document (without revoking my electronic preferences) or revoke my electronic preferences at any time by contacting my First Clearing, LLC financial advisor. My consent will remain valid until such time as I revoke it.
3. First Clearing, LLC will provide a notification via e-mail when an account document has been posted to my account on Access Online/online brokerage. This e-mail will be delivered to the e-mail address provided by the AO User at the time of enrollment in Access Online/online brokerage. I certify that I have access to e-mails delivered to the AO User's e-mail address.
4. First Clearing, LLC will post my account statements, and trade confirmations and tax documents online on Access Online/online brokerage. I certify that I have access to Access Online/online brokerage via the AO User's user name and password. Shareholder information and initial trade prospectuses will be delivered via a link in the e-mail notification. Additional account documents may be delivered by either method.
5. I understand that I may enroll in First Clearing, LLC's Access Online/online brokerage with a unique user name and password at any time.
6. I understand that First Clearing, LLC's Access Online Support may not assist me with any issues relating to an online view via the authorized AO user's login.