

Guide for e-Delivery Enrollment via NetXInvestor®

With just a few clicks of your mouse, enroll for electronic delivery (e-delivery) of your account statements, tax documents and trade confirmations through NetXInvestor®. Below are some easy steps to sign up for NetXInvestor and enroll for e-delivery.

Sign Up for NetXInvestor

- › Go to NetXInvestor.com and click “Register” on the home page.
- › **Welcome**—Verify if online registration is an option by entering the first three digits of your account number. If verified, click “Start Registration.”
- › **Terms and Conditions**—Review the terms and conditions and check the box next to “I Agree.”
- › **Profile Information**—In this step, you will provide basic user information including your name, Social Security number (SSN) and U.S. mailing address. The SSN must belong to the primary account holder. For joint accounts, only the primary SSN must be entered. You must have a U.S. mailing address to enroll.
- › **Identity Verification**—This step helps to safeguard sensitive financial information. Three questions help verify your identity. Each one must be answered correctly to continue. If one question is answered incorrectly, you will be presented with a fourth question. The fourth question must be answered correctly to continue.
- › **User Identification and Password**—This step allows you to create a user ID and a password. You must also provide a valid e-mail address. Information including date of birth and mother’s maiden name is gathered in case of future need to reset the password.
- › **Confirmation**—An automated e-mail is sent within 15 minutes of creating the user ID, to the email address provided in the prior step. Click the link in the e-mail to complete the registration process within three days; after that time, the user ID will be deleted and you will have to restart the registration process.
- › **First Login**—On first login, you will be prompted to change your password. After this, you can set up security questions and answers, a security image and a security phrase.

Enroll for e-Delivery

- › **NetXInvestor**—Log in to NetXInvestor and click on the “Go Paperless” logo on the top right of the screen.
- › **Quick Enroll**—Click “Quick Enroll” to enroll all accounts for e-delivery, or “Edit” to add accounts individually.
- › **Make Your Choices**—Choose “Edit” and check the box next to the account communications you wish to receive electronically.¹ You can return to this screen and update your preferences any time. If you choose to receive proxy and shareholder communications electronically, you’ll be asked to enter a four-digit numerical PIN. Click “Save PIN.” When you’re finished, click “Save.”
- › **Terms and Conditions**—As the last step, you will see the Terms and Conditions of the Electronic Notification Agreement. Please read them and click “I Agree.”
- › **Confirmation**—Now you’ll see a pop-up screen confirming your choices. You will also receive an e-mail confirmation as well as a hard copy letter for security purposes.

Please contact your advisor if you have any questions about NetXInvestor or need assistance with enrolling for e-delivery.

Go paperless
MAKE A POWERFUL CHOICE

¹ Available communication types may vary.