

# DWAC Checklist for Shareholders

In order for Legacy Stock Transfer, Inc. to facilitate a DWAC (**D**eposit/**W**ithdraw at **C**ustodian) request, the following must be received

Shareholder:

- Your physical stock certificate(s)
- Stock Power. - You will need to have your physical stock certificate(s) or a separate stock power signature guaranteed by a bank, broker or eligible corporate officer.
- Letter of Instruction indicating that your stock should be sent to your broker electronically via DWAC to your broker as well as a confirmation that your broker has been notified to open a DWAC transaction.
- Cost Basis or Fair Market Value
- Completed Shareholder DWAC Request Form
- Processing fees as outlined on the Shareholder DWAC Request Form

Send your completed DWAC package to:

Legacy Stock Transfer, Inc.  
Attn: Denise Bogutski  
16801 Addison Road  
Suite #247  
Addison, Texas 75001

Legacy Stock Transfer, Inc. will process your DWAC request once we have received your completed package and your broker's DWAC transaction request.