

# Redemption Request Form For Non-Retirement Accounts

Complete this form if you would like to redeem assets from your non-retirement account.

**Part 1 Investor information** (Please type or print clearly)

Account Owner or UGMA/UTMA Minor	Date of birth (MM/DD/YYYY)	Social Security number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Co-Account Owner or UGMA/UTMA Custodian	Date of birth (MM/DD/YYYY)	Social Security number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Name of Trust or Entity	Trust date (MM/DD/YYYY) if applicable	Taxpayer Identification Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Please check if you are changing your address of record. A Medallion Signature Guarantee is required.		
Street address or APO/FPO		
<input type="text"/>		
City	State	ZIP Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Daytime phone number	Email address	
<input type="text"/>	<input type="text"/>	

**Part 2 Federal Tax Classification**

Check appropriate box for Federal Tax Classification (Required); check only **one** of the following seven boxes:

Individual/Sole Proprietor or single-member LLC  
  C Corporation  
  S Corporation  
  Partnership  
  Trust/Estate  
 Note: For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

Limited Liability Company. Enter the tax classification (C = C Corporation, S = S Corporation, P = Partnership) \_\_\_\_\_

Other (see Form W-9 instructions) \_\_\_\_\_

Exemptions (codes apply only to certain entities, not individuals; see Form W-9 Instructions):

Exempt payee code (if any) \_\_\_\_\_

Foreign Account Tax Compliance Act (FATCA) reporting is required for accounts maintained outside of the U.S. at certain foreign financial instructions. If you are only submitting this form for an account you hold in the U.S., you may leave this field blank.

Exemption from FATCA reporting code (if any) \_\_\_\_\_

**Part 3 Redemption Information**

In accordance with cost basis regulations, all redemptions of covered mutual fund shares (shares acquired on or after January 1, 2012) will be processed with the elected cost basis method on file, unless you indicate another accounting method in Part 4. If you did not elect a cost basis method, all redeemed covered mutual fund shares will be subject to our default method of Average Cost. **If you have questions about which cost basis method is best for you, please consult your tax advisor.**

Note:

- If you are requesting a partial redemption using the Specific Lot Identification method, and the lots selected are not available or not enough shares have been requested, shares will be depleted using the selected secondary cost basis accounting method on your account. If you have not selected a secondary method, shares will then be depleted in **First In, First Out (FIFO)** order.

**Note: When redeeming shares, non-covered shares will be depleted first, unless you are using the Specific Lot Identification method. The remaining covered shares will use the cost basis method on your account, unless you indicate a one-time override method on this form. (Covered shares are shares acquired on or after January 1, 2012.)**

I/We authorize Columbia Management Investment Services Corp. (CMIS) to redeem the amount indicated from the account number(s) listed below. The payment amount will be net of any contingent deferred sales charges, if applicable.

Fund number	Account number	Share amount	Dollar amount	Check box for all shares
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>

## Part 4 Cost Basis Method Selection

The cost basis method that is currently on your account will be used to deplete the shares for this transaction unless you indicate another accounting method below.

<input type="checkbox"/>	<b>Current Accounting Method:</b> Shares will be redeemed using the cost basis accounting method that is currently on the account.
<input type="checkbox"/>	<b>Override Accounting Method:</b> Selecting this option will override the current method on the account for this transaction only and will utilize the method checked below. <b>Note: Not available if you have previously sold covered shares in your account using the Average Cost method.</b>
<input type="checkbox"/>	<b>FIFO</b> – First In, First Out
<input type="checkbox"/>	<b>LIFO</b> – Last In, First Out
<input type="checkbox"/>	<b>HIFO</b> – High Cost, First Out
<input type="checkbox"/>	<b>LOFO</b> – Low Cost, First Out
<input type="checkbox"/>	<b>LGUT</b> – Loss/Gain Utilization
<input type="checkbox"/>	<b>SLID</b> – Specified Lot Identification (Complete Part 5)

**Note: To permanently change your cost basis method you must complete and enclose a Cost Basis Election form.**

## Part 5 Specific Tax Lots for Depletion of Shares

**Complete this section ONLY if this is a partial redemption and you would like to use the Specific Lot Identification method.**

Please provide the fund and account number, purchase (trade) date and number of shares to indicate the specific share lots you would like to use for this partial redemption. (If there are additional share lots than space allows, please make a copy of this page or use a separate sheet of paper.)

<b>1.</b>	Fund number	Account number		Check box for all shares in lot
	<input type="text"/>	<input type="text"/>		
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
<b>2.</b>	Fund number	Account number		
	<input type="text"/>	<input type="text"/>		
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
<b>3.</b>	Fund number	Account number		
	<input type="text"/>	<input type="text"/>		
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	
	Trade date (MM/DD/YYYY)		Number of shares	<input type="checkbox"/>
	<input type="text"/>		<input type="text"/>	

## Part 6 Payment Instructions

- Send check to registered account owner(s) at the address of record.
- Make check payable to and mail as indicated below. A Medallion Signature Guarantee is required. (See Part 9 for Medallion Signature Guarantee information.)
- Deposit directly to my bank account (must have existing bank instructions established).
- Wire to my bank account (Liquidation amounts greater than \$500.00 can be sent via federal fund wire. If you choose this method, the proceeds will usually be wired on the next business day. A fee of \$7.50 will be deducted from your mutual fund account. Complete bank information in Part 7.
- Send check via overnight delivery (fee will be deducted from your account).

Name (First, Middle Initial, Last)

Street Address

City

State

ZIP Code

## Part 7 Bank Information

Please complete this section if you are requesting that redemption proceeds be wired to a bank account not currently on file. A Medallion Signature Guarantee is required. Please note these are one time instructions and will not be added permanently to your account. If you would like to permanently add bank instructions to your account, please complete an Application for Account Services form.

Bank account number (Do not use spaces or dashes)

Bank routing number (your bank can provide this)

Name of bank account owner

Name of joint owner, if applicable

**Account type:**  Checking  Savings

Name of bank

Bank phone number

Bank street address

City

State

ZIP Code

For further credit to the account of (if applicable)

## Part 8 Signature and Taxpayer Identification Number Certification

### Under penalties of perjury, I certify that:

- (1) The number shown on this form is my correct taxpayer identification number; and
- (2) I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- (3) I am a U.S. citizen or other U.S. person (defined in the Form W-9 instructions, which are available upon request or at [www.irs.gov](http://www.irs.gov)); and
- (4) The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions:** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For contributions to an individual retirement arrangement (IRA) you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Form W-0.

All registered owners or authorized individuals must sign below. If signing in capacity, you must be listed as an authorized individual on the account. If you are not listed as an authorized individual, a Medallion Signature Guarantee is required.

### Each person signing on behalf of an entity represents that his/her actions are authorized. I acknowledge that I:

- have received and read the prospectus,
- understand that certain redemptions may be subject to contingent deferred sales charges,
- agree that the Columbia Funds, Columbia Management Investment Services Corp. and their respective affiliates, officers, directors, agents and employees will not be liable for any loss, liability, damage or expense, which may arise as a result of relying on this form or any instruction believed genuine.

### For your account safety and security, please enter the information from Part 1 of this form below.

Street Address or APO/FPO

City

State

ZIP Code

**The Internal Revenue Services does not require your consent to any provision of the document other than the certification required to avoid back up withholding.**

Account Owner or UGMA/UTMA Minor	Date of birth (MM/DD/YYYY)	Social Security Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Co-Account Owner or UGMA/UTMA Custodian	Date of birth (MM/DD/YYYY)	Social Security Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Name of Trust or Entity	Trust Date (MM/DD/YYYY) if applicable	Taxpayer Identification Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature of Account Owner	Capacity (if applicable)	Date (MM/DD/YYYY)
<b>X</b>	<input type="text"/>	<input type="text"/>
Signature of Co-Account Owner	Capacity (if applicable)	Date (MM/DD/YYYY)
<b>X</b>	<input type="text"/>	<input type="text"/>

**Medallion Signature Guarantee**

**Medallion Signature Guarantee**

Guarantor, please do not affix the guarantee unless all of the information on this page has been completed.

## Part 9 Medallion Signature Guarantee

The Transfer Agent may require a Medallion Signature Guarantee for your signature in order to process certain transactions. A Medallion Signature Guarantee helps assure that a signature is genuine and not a forgery. A Medallion Signature Guarantee must be provided by an eligible guarantor institution including, but not limited to, the following: bank, credit union, savings association, broker or dealer, that participates in the Securities Transfer Association Medallion Program (STAMP), the Stock Exchange Medallion Program (SEMP) or the New York Stock Exchange Medallion Signature Program (MSP). Notarization by a notary public is not an acceptable signature guarantee. The Transfer Agent reserves the right to reject a signature guarantee and to request additional documentation for any transaction.

A Medallion Signature Guarantee is required if:

1. The transaction amount is over \$100,000.
2. You want your check made payable to someone other than yourself.
3. Your address has changed within the last 30 days.
4. You want the check mailed to an address other than the address of record.
5. You want proceeds to be sent according to existing bank account instructions not coded for outgoing ACH or wire, or to a bank account not on file.

## Part 10 Return instructions

Regular mail	Columbia Management Investment Services Corp. P.O. Box 8081 Boston, MA 02266-8081	Overnight mail	Columbia Management Investment Services Corp. c/o Boston Financial Data Services, Inc. 30 Dan Road, Suite 8081 Canton, MA 02021-2809
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For assistance completing this form, please contact a representative at 800.345.6611, Monday through Friday, 8:00 a.m. to 7:00 p.m. ET. Columbia Threadneedle Investments (Columbia Threadneedle) is the global brand name of the Columbia and Threadneedle group of companies.

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