

## Electronic Delivery Terms and Conditions

For your reference, these are the terms and conditions (“Terms”) that govern your election (if and to the extent you have made such an election and such election is available) to receive electronic delivery of “Documents” including (without limitation) all current and future documents that can be electronically delivered and/or account related statements, trade confirmations, reports and proxy statements, disclosures, Prospectuses (defined below), Form ADV Disclosure Documents (defined below), other client communications, shareholder communications and regulatory notices (collectively, the “Documents”) through Client Access as previously agreed to by You, and as amended from time to time, when initiating Your Client Access account (see Section 22 of your [Client Access Terms and Conditions](#)).

Prospectuses include those resulting from the purchase of an equity, debt or mutual fund product and/or other prospectuses as applicable (“Prospectuses”). Form ADV Disclosure Documents include Raymond James & Associates, Inc.’s and/or Raymond James Financial Services Advisors, Inc.’s Form ADV Part 2A Brochures; Part 2A Appendix 1 Wrap Fee Program Brochures; Managers’ Part 2A Brochures; and Part 2B Brochure Supplements, in each case depending on the affiliation of your Investment Adviser Representative (IAR) and your selected Advisory Account Program and Managers (collectively, as applicable, “Form ADV Disclosure Documents”). For the avoidance of doubt, Form ADV Disclosure Documents do not include any Raymond James Form CRS (ADV Part 3).

These Terms are in addition to, and do not change or modify, any other agreement between you and Raymond James Financial, Inc. or its affiliate(s) (collectively, “Raymond James”), including the other terms and conditions contained in the [Client Access Terms and Conditions](#). As used herein, the term “You” and “Your” shall mean You, individually, and each other party on whose behalf You may use Client Access at any time. All references to “We,” “Us” or “Our” shall refer to Raymond James.

By consenting to electronic delivery of the Documents that You elect to receive electronically, You will no longer receive such Documents by postal delivery when We can provide them electronically. Instead, You will be notified of the availability of the Documents at Your primary email address and You will be provided with a link to Client Access through which the Documents can be viewed online and printed on Your printer. You may elect electronic delivery of Documents by selecting the appropriate box(es) and radio button(s) on the Raymond James Client Access election screen. You understand that if You select electronic delivery for “Other Communications”, You will receive a broad array of communications, including information regarding your account(s), notices, and other documentation that we, at Our sole discretion, determine to be correspondence for purposes of such delivery. Further, while most of Your Document preference elections can be made differently for each Account, You understand that an election to receive Form ADV Disclosure Documents electronically, will cause Form ADV Disclosure Documents for any and all of Your existing and future Advisory Accounts, including accounts that You may share with other account holders (e.g., joint account) to be delivered to You electronically. Additionally, prior to Your election to receive Form ADV Disclosure Documents specifically via electronic delivery, for individual Accounts that you have selected electronic delivery of “Other Communications”, you may receive Form ADV Disclosure Documents pursuant to that election. Once electronic delivery in any Document category is elected, You will be sent an email notification to confirm Your enrollment status and a printed notification will be mailed to the address of record confirming Your elections. By electing the electronic delivery of Your Documents, You represent that You understand and agree to the following provisions:

**1. Revocation and Termination.** You may revoke Your prior elections and resume postal delivery of Your

Documents at any time by changing Your election on Client Access or by contacting Client Access support at 877.RJ.ACCESS (877.752.2237). Any change of election may not go into effect until the following business day and Tax-Related Documentation may take longer. See section 11 for specific information.

**2. Delivery.** You understand and agree that by electing electronic delivery, You terminate delivery of paper copies of the Documents (that can be delivered electronically) for all holdings in Your designated

Account. You agree that electronic delivery of these Documents will be good delivery to You and be deemed received by You when sent to You in electronic format and/or posted in Client Access, whether You receive the notice alerting You to such delivery, or actually access or view any of the Documents. You understand that it is Your responsibility to promptly and carefully review the Documents made available to You electronically and to immediately notify Us of any errors. Also see below “Duty to Review.” Certain Documents originate from issuing corporations, mutual funds and other parties and the content of those particular Documents is the responsibility of the issuing corporation, mutual fund or other third party; We are not responsible for the content of those particular Documents.

**3. Maintaining Access.** You represent and warrant that You have and will continue to maintain access to

Client Access. Furthermore, You represent that You have access to a suitable Access Device (as defined in the [Client Access Terms and Conditions](#)) with an internet and/or data plan that supports, at Your cost, the ability to receive and view email notices and Documents in HTML, PDF or other common format, to download PDF files using Adobe Acrobat Reader or other programs as We may advise or as may be required, and to save and (if You desire) print the Documents, and that You also have high-level

browser encryption, PDF file access, internet, and email access. If You no longer have the aforementioned access or abilities, You will immediately revoke Your prior election for electronic delivery of Documents on Client Access and resume postal delivery of Your Documents. Maintaining the access and abilities described herein is solely Your responsibility.

**4. Required Upgrades.** You agree that should the method of electronic delivery change so as to require

additional hardware, software, upgrades, plug-ins, security or other features that the system used by You will upgrade to the required standards, software applications or other feature(s). In the event You choose not to perform the required upgrades, You will immediately notify Us of Your election to resume postal delivery of Your Documents.

**5. Maintaining Email Access.** You represent and warrant that You have and will continue to maintain the

continuous ability to receive and access all email notices sent to You at the email address You provided

to Raymond James. Maintaining Your email address in Client Access and the access and abilities described herein is solely Your responsibility. In the event You no longer have such access, You will revoke Your prior election for electronic delivery of Documents on Client Access and resume postal delivery of Your Documents.

**6. Additional Paper Delivery.** You understand and agree that even though You have requested and consented to electronic delivery of Documents, We, at Our sole discretion, may continue to deliver or cause to deliver any such Documents in paper form to Your mailing address of record or may resume postal delivery of any such Documents, either once, for a limited period of time, or permanently, and subsequently begin or resume, as applicable, electronic delivery pursuant to your elections. If an electronic version of the Documents is not available or delivered through electronic delivery, You may receive printed non-electronic copy by postal delivery and an email notice may not be made. Such paper copies will constitute Your record of such Documents. We will send or cause to be sent (to the extent possible) a paper copy of Documents previously delivered through electronic delivery at Your request. Please contact Your financial advisor for such copies. A fee may apply for such requests (other than in the case of Form ADV Disclosure Documents, or any other Document for which we have an obligation to provide a copy at no charge upon request). A request for a paper copy will not terminate Your election for electronic delivery of Your Documents.

**7. Your Duty to Review.** You understand and agree that it is Your responsibility to access and review the Documents that We deliver electronically pursuant to your elections, and ask Your financial advisor any questions prior to accepting or continuing to accept services. All terms in the Documents are binding and all disclosures are deemed made just as if they were delivered in paper form. Although the Documents may be available online for a period of time, You understand that they are delivered at a particular time and in a manner to allow You immediate access to download and print. You understand that You can download and print the Documents so that You may access or maintain them in Your personal records or in the event they are temporarily or otherwise unavailable online.

**8. Additional Risks.** You understand that certain risks are associated with the transmission of confidential materials, email notices, and other communications through the internet including but not limited to unauthorized access, systems outages, delays, disruptions in telecommunications services and the internet. Email is not private or secure. The email notice sent to You is an unencrypted, automatic alert. Although such email notice is not intended to contain personally identifiable confidential financial information, it may contain, in its design, part or all of Your name or other identifier that could be seen or intercepted by others if delivered to Your business address or other computers or electronic devices not exclusively under Your control. You understand and agree that You will not respond to the email notice by return email, or use it to request information, service, paper copies or other items or to revoke consent. Raymond James will not be responsible to act upon requests made in that manner. Raymond James does not recommend the emailing of any private information as there is no reliable security or encryption method available.

**9. Shareholder Documents.** If You own shares or units in a security as of the record date for a particular shareholder distribution, and the shareholder materials to be distributed are available electronically, and to the extent You have elected to electronically receive such shareholder materials, You will receive an email with links to the materials. These shareholder

materials originate from the issuing corporations, mutual funds, and other third parties and the content of the shareholder materials is the responsibility of the issuing corporation, mutual fund or other third party; We are not responsible for such content. Some materials are not available in electronic format at this time. If the materials are not available in electronic format, You will receive the materials by mail at Your address of record.

**10. Proxy Voting Information.** To the extent Your election to receive certain Documents electronically involves proxy voting information, the email notification will include a link to the Proxy Vote site and a unique control number that You will need in order to submit Your vote. To complete Your vote, You will also need Raymond James' personal identification number (PIN), which is 1962. If You receive more than one proxy to vote, each will contain a unique control number.

**11. Tax-Related Documentation.** Tax documentation provides important information You need to complete Your tax returns. Much of the information We provide in tax documentation is also reported to the IRS, as required by law, including dividends, distributions, gains or losses, cost basis and adjusted cost, proceeds, interest income, miscellaneous income, original issue discounts and payments from qualified education programs. Tax documentation that may be delivered online pursuant to Your election includes IRS Composite Form (Forms 1099-B, -DIV, -INT, -MISC, -OID) and IRS Forms 1099-R, 1099-Q, 5498, and 1042-S, and any required correction of any such forms. In accordance with these Terms, We will provide electronic notice of the availability of Your tax documentation on or before the required IRS-designated due date. All other terms and procedures described in these Terms regarding the electronic delivery of documents apply with respect to any tax-related documentation, unless inconsistent with the IRS requirements described below.

Prior to making Your consent for electronic delivery of tax documents, We must provide You with the following disclosures as mandated by the IRS:

- Your tax documents will be furnished to You on paper at Your address of record if You do not consent to receive them electronically.
- Electronic delivery of Your tax documents will continue for every tax document furnished to You after the date of Your consent for electronic delivery, until You revoke Your consent for electronic delivery, or We terminate electronic delivery.
- If You desire to obtain a paper copy of any tax document after giving Your consent for electronic delivery, please contact Your financial advisor or Client Access support at 877.RJ.ACCESS (877.752.2237). A request for a paper copy of a tax document will not revoke Your election for electronic delivery of Your tax documents.
- You may revoke Your election for electronic delivery of Your tax documents and resume postal delivery of Your tax documents at any time by changing Your election in Client Access, or by contacting Client Access support at 877.RJ.ACCESS (877.752.2237).
- Revocation of Your election confirms Your agreement that Your tax forms will be mailed in paper to Your address of record. The effective date may be up to two weeks after the date You notify us of the revocation.
- The revocation of Your election for electronic delivery does not apply to a tax document that was furnished to You electronically before the date Your revocation takes effect.

- We may terminate Your election for electronic delivery under the circumstances described in section 3 above, or if We should change the documents available for electronic delivery to You.
- You may update Your contact information on file with Raymond James for tax-reporting purposes by contacting Your financial advisor or Client Access support at 877.RJ.ACCESS (877.752.2237). We must inform You of any change in Our contact information for tax-reporting purposes.
- To access, print and retain Your tax documents electronically, You must have the hardware and software described in section 3 above. Any tax document made available through electronic delivery will be available for download, review or copy pursuant to Our document retention policy in effect at that time, but in any event through October 15 of the year following the year to which the tax document relates (or the first business day after October 15, if October 15 falls on a Saturday, Sunday, or legal holiday), or any other minimum time period required by the IRS and any other applicable law.