

# GABELLI FUNDS CHANGE IN REGISTRATION FORM

For assistance, please call 800-GABELLI (800-422-3554)

## INSTRUCTIONS FOR CHANGING YOUR ACCOUNT REGISTRATION

This guide is designed to help you understand what is needed to change the registration of your existing Gabelli Funds account. In most cases, you will need to have your signature(s) guaranteed to process the registration change. In some situations, we will need additional documentation to make the change. This guide reviews various scenarios and details associated with each situation. If any certificates are outstanding on the account being changed, you must sign and attach all certificates. These instructions are not intended to be used for Individual Retirement Accounts. If you have any questions, please call 800-422-3554 to speak with a Gabelli representative.

## FROM AN INDIVIDUAL ACCOUNT TO A JOINT TENANT ACCOUNT

- Complete a Change in Registration Form.
- Account owner(s) signatures must be **Medallion Guaranteed** in Section #4 if account value exceeds \$25,000 or the tax-identification number is changing.

## FROM A JOINT TENANT ACCOUNT TO AN INDIVIDUAL ACCOUNT BECAUSE OF:

### *Death of an Account Owner & Estate Account Registration (If NO TOD Beneficiary Is Listed)*

- Complete a Change in Registration Form.
- Signature of surviving Joint Owner or of the Executor of the Estate must be **Medallion Guaranteed** in Section #4.
- Provide an Inheritance Tax Waiver if Decedent had legal residence in an applicable State.
- If applicable, send copy of Letters of Testamentary.

### *Divorce*

- Complete a Change in Registration Form
- Account owner(s) signatures must be **Medallion Guaranteed** in Section #4.
- Provide a copy of divorce settlement or QDRO.

### *All Other Situations*

- Complete Change in Registration Form.
- Account owner(s) signatures must be **Medallion Guaranteed** in Section #4 if account value exceeds \$25,000 or the tax-identification number is changing.

## NAME CHANGE

- Provide letter of instruction signed with both former name (on file with Gabelli) as well as with new name.
- New signature must be **Notarized**.
- You do not need to complete a Change in Registration Form.

## UGMA/UTMA ACCOUNT TO AN INDIVIDUAL ACCOUNT DUE TO MINOR REACHING AGE OF MAJORITY

- Complete a Change in Registration Form.
- Custodian's signature must be **Notarized** in Section #4.

## INDIVIDUAL OR JOINT TENANT ACCOUNT TO A TRUST

- Complete a Change in Registration Form.
- Include a copy of the first and last page of the Trust Agreement.
- Account Owner(s) signatures must be **Medallion Guaranteed** in Section #4 if account value exceeds \$25,000 or the tax-identification number is changing.

# GABELLI FUNDS CHANGE IN REGISTRATION FORM

## 1. CURRENT ACCOUNT REGISTRATION

\_\_\_\_\_  
Name/Title on Account

\_\_\_\_\_  
Social Security Number or Tax ID Number

**Current Fund Name and Account Number(s) to be Transferred:**

\_\_\_\_\_  
Fund Name and Account Number

\_\_\_\_\_  
Fund Name and Account Number

## 2. TRANSFER INSTRUCTIONS

**Transfer Amount:**

☐ Full Balance

**OR**

☐ Partial Balance Amount

Number of shares/Amount to be transferred: \_\_\_\_\_

*If the current cost basis is Specific Lot Identification and the transfer amount is less than 100%, attach separate instructions with specific lot shares.*

**Transfer Ownership to:**

\_\_\_\_\_  
Name of new Account Owner(s), Trust or Other Entity

## 3. REASON FOR TRANSFER

**If a reason is not provided, this transfer will be defaulted to a transfer due to gift.**

☐ Re-registration (divorce/separation, individual to trust, etc.)

☐ Death (Inheritance)

☐ Gift

Date of Death: \_\_\_\_\_  
(required)

Date of Gift: \_\_\_\_\_

Fair Market Value Acceptance\* \_\_\_\_\_  
(signature of new owner)

Alternate Date or Alternate Value\*\* \_\_\_\_\_  
(optional)

*\*If the recipient's existing account or new account will use the Average Cost accounting method, they must sign above indicating acceptance of the shares valued at fair market value of the date of gift if the shares should be transferred at a loss.*

*\*\*There is a special rule under the estate tax that allows the executor to elect a different valuation date in certain cases. If the estate qualifies for this election, and the executor makes the election, the valuation date is six months after the date of death.*

## 4. SIGNATURE(S) OF CURRENT ACCOUNT OWNER(S)

\_\_\_\_\_  
Signature of current Owner, Custodian or Trustee

\_\_\_\_\_  
Print Name of current Owner, Custodian or Trustee (Date)

\_\_\_\_\_  
Signature of current Joint Owner or Co-Trustee

\_\_\_\_\_  
Print Name of current Joint Owner, Custodian or Trustee (Date)

*Note: If your relationship to the account is not as registered owner, you must indicate your capacity beside or beneath your signature.*

**MEDALLION GUARANTEED BY:**

**NOTARY PUBLIC BY:**

*Please refer to the Instructions to determine if a Medallion Guarantee is required. A Medallion Guarantee may be obtained from any eligible guarantor institution, as defined by the Securities and Exchange Commission. These include banks, credit unions and brokerage firms. The words "MEDALLION GUARANTEED" must be stamped or typed near the signature(s) being guaranteed. Note that a Notary Public stamp or seal is not acceptable.*

## 5. NEW ACCOUNT REGISTRATION

☐ **Individual or Joint Tenants** *(The account registration will be joint tenants with rights of survivorship unless otherwise requested)*

Primary Owner	Social Security Number	Date of Birth
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Joint Owner (if applicable)	Social Security Number	Date of Birth
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☐ **Gift/Transfer To A Minor**

Name of Custodian (only one permitted)	Custodian's Social Security Number	Date of Birth
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Name of Minor	Minor's Social Security Number	Minor's Date of Birth
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☐ **Trusts** *(Please enclose a copy of the first and last page of the trust agreement.)*

Name of Trust	Trust Tax ID Number
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Name of Trustee	Trustee's Social Security Number	Trustee's Date of Birth
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Name of Co-Trustee	Co-Trustee's Social Security Number	Co-Trustee's Date of Birth
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☐ **Corporations, Partnerships, Estates, or Other Entities**

*(A copy of the certified articles of incorporation or a copy of the partnership agreement must be attached.)*

Type: ☐ (C) Corporation ☐ (S) Corporation ☐ Partnership ☐ Estate ☐ Other \_\_\_\_\_

Name of Corporation or Entity	Tax ID Number
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Authorized Representative	Title	Social Security Number	Date of Birth
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Authorized Representative	Title	Social Security Number	Date of Birth
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*Customer Identification Exemption - Check if exempt from verification due to:*

- |   |  |
|---|--|
| <input type="checkbox"/> Publicly Traded Entity (Symbol ____ )  | <input type="checkbox"/> Financial Institution Regulated by a Federal Functional Regulator |
| <input type="checkbox"/> Bank regulated by state bank regulator | <input type="checkbox"/> Retirement Plan Covered by ERISA                                  |

## 6. MAILING ADDRESS *(your permanent address must be within the United States, an APO/FPO, or a U.S. Territory)*

Mailing Address	City	State	Zip Code	Country
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Permanent Street Address of Owner (Cannot be a P.O. Box)	Phone Number
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## 7. DISTRIBUTION OPTIONS

*Please check one. If none of the above boxes are checked, all dividends and/or distributions will be reinvested.*

☐ **Full Reinvestment:** *Reinvest all dividends and distributions at Net Asset Value.*

☐ **Capital Gains Reinvestment:** *Reinvest capital gains only; income dividends are to be paid in cash.*

☐ **Cash:** *All dividends and distributions are to be paid in cash and sent to the address of record.*

☐ **Cash Direct Deposit:** *All dividends and distributions will be sent to my bank checking account.  
A voided check must be attached to authorize this option.*

## 8. COST BASIS REPORTING METHOD

**Please review the list of available options and select your preferred reporting method. Your selection will only report on covered shares (shares purchased after 1/1/12). If you do not select an option, the Funds default method of Average Cost will be selected as your cost basis method. If option #7 (SLID) is chosen, a secondary reporting method must be selected in the event the lots you have chosen are not available.**

- |   |  |  |
|---|--|--|
| 1. <input type="checkbox"/> Average Cost (ACST)       | 4. <input type="checkbox"/> High Cost First Out (HIFO)   | 7. <input type="checkbox"/> Specific Lot Identification (SLID) |
| 2. <input type="checkbox"/> First In First Out (FIFO) | 5. <input type="checkbox"/> Low Cost First Out (LOFO)    | Secondary Reporting Method for SLID: _____                     |
| 3. <input type="checkbox"/> Last In First Out (LIFO)  | 6. <input type="checkbox"/> Loss/Gain Utilization (LGUT) |  |

## 9. TRANSFER ON DEATH OPTION (optional)

Name of Beneficiary	Social Security Number	Date of Birth
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Name of Beneficiary	Social Security Number	Date of Birth
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**Spousal Consent:** If you open the account individually and are married (or established jointly and are not married to the joint applicant) and name someone other than your spouse as beneficiary, spousal consent is required.

Print Name of Spouse

Signature of Spouse

## 10. ONLINE, TELEPHONE AND OTHER SERVICES (optional)

- ☐ **Periodic Telephone/Internet Purchases and Redemptions:** This service will allow you to purchase or redeem shares by telephone at 800-GABELLI or online at [www.gabelli.com](http://www.gabelli.com) via Automated Clearing House (ACH) from your designated checking account with a U.S. bank. Fund purchased in this manner may not be available for up to 15 days following the purchase.
- ☐ **Automatic Investment Plan:** This service will allow you to purchase shares in your Gabelli Fund account by transferring money from your bank account via ACH on a monthly basis. The default day is the 15th of each month if no date is indicated. Monthly minimum is \$100.

Name of Fund to Purchase	Monthly Amount	Date of Monthly Purchase
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- ☐ **Bank Wire Redemptions:** This service will allow you to redeem shares and have proceeds wired to your bank. Each wire request is subject to a \$1,000 minimum amount. Your bank may charge a fee for receiving a wire.

**IMPORTANT: A voided check must be attached to authorize the above services. In addition, any co-signer of your checking account who is not a joint owner of the mutual fund account(s) must authorize this service by signing below.**

Co-Signer Name

Co-Signer Signature

Date

## 11. SIGNATURE(S) OF NEW ACCOUNT OWNERS

I (We) am (are) of legal age in the state of my (our) residence and wish to purchase shares of the Fund(s) as described in the current Prospectus (a copy of which I (we) have received). By the execution of the Account Application, the undersigned represents and warrants that the investor has full right, power and authority to make this investment and the undersigned is (are) duly authorized to sign this Application and to purchase or redeem shares of the Fund(s) on behalf of the investor. I (We) hereby appoint State Street Bank and Trust Co. as agent to receive dividends and distributions for automatic reinvestment in additional shares of the Fund(s).

### TAXPAYER IDENTIFICATION NUMBER CERTIFICATION (check appropriate box, if applicable)

Under penalties of perjury, I certify that (1) the number shown on this form is my current taxpayer identification number; and (2) I am not subject to backup withholding because (a) I have not been notified that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (b) the Internal Revenue Service has notified me that I am no longer subject to backup withholding, or (c) I am exempt from backup withholding. (You must line out item (2) above if you have been notified by the IRS that you are currently subject to backup withholding). **(You must line out item (2) above if you have been notified by the IRS that you are currently subject to backup withholding).**

I further certify that I am a U.S. citizen (including a U.S. Resident Alien) and that I am exempt from FACTA reporting.

**ESCHEATMENT NOTICE:** Your mutual fund account may be escheated to your state of residence if no activity occurs with your account during the inactivity period specified in your state's abandoned property laws.

Signatures must be exactly as name(s) appear in Section 1 (NEW Account Registration). If your account is the account of an individual, the individual should sign; if joint owners; all should sign; if a custodian for a minor, the custodian should sign; if a corporation or other organization, an officer should sign (indicating corporate office or title); if a trust or other fiduciary, the trustee or fiduciaries should sign (including capacity).

### SIGN HERE:

Individual/Custodian/Investor Representative

Date

Joint Registrant, if any

Date