



LETTER OF INSTRUCTION TO RE-REGISTER ACCOUNT

To request a registration change to your account, complete the information below, sign the form and have your signature(s) guaranteed. **Return the signed form along with any additional required forms and/or documents if noted below.** For assistance, please call us at 1-800-877-6089. **Regular Mail: Madison Funds, P.O. 219083, Kansas City, MO 64121-9083. Express Mail: 430 W 7th Street STE 219083, Kansas City, MO 64105-1407.**

Current Account Number: _____

Current Account Registration/name(s): _____

I/We hereby authorize Madison Funds to:

- Add a secondary owner** to the above referenced account. A New Account Application is attached. *Both owners must sign this form.*
- Remove the secondary owner** on the above referenced account as shown on the New Account Application which is attached. *Both owners must sign this form.*
- Re-Register Account** into the name of a **Trust** as shown on the New Account Application which is attached. A copy of the Trust Agreement, including the powers of limitations section(s) if any, or other official document is attached. *Both owners must sign this form, if current account is a joint account.*
- Re-Register Custodial Account** into the name of _____ as sole owner. The account beneficiary has now attained the age at which UTMA/UGMA or Coverdell Education Savings account can be transferred. A New Account Application and copy of birth certificate is attached. *Both owner and Custodian must sign this form.*
- Re-Register Account** into the name(s) of the designated beneficiary(ies) due to death of the owner. A New Account Application for each beneficiary requesting the transfer of ownership and a certified copy of the death certificate is attached. *Each beneficiary must sign this form, or complete one form for each beneficiary and mail separately with the respective new account application. In the case of multiple beneficiaries, only one certified death certificate needs to be sent to Madison Funds.*
- Re-Register Trust/Guardianship/Conservatorship/Estate Account** as shown on the New Account Application which is attached because of death of fiduciary. An original document reflecting the Successor Trustee is attached. *The Successor Trustee must sign this form.*
- Re-Register Account** into my new name of _____. A photocopy of legal name change document, e.g. a divorce decree, marriage certificate or legal name change is attached. *This form must be signed with both the old and new names.*

SIGNATURE(S)

I/We hereby confirm the above instructions to change registration on the above referenced account, accepting assets and account responsibilities associated therewith, and also understand I/We may be relinquishing all rights to any shares of the Funds' held the account mentioned above because of such request. *All parties named on the current account are required to sign this letter of instruction to re-register the account, with the exception re-registration due to death.*

Signature _____

Date _____

Signature _____

Date _____

SIGNATURE GUARANTEE STAMP

Signature Guaranteed by _____

Name _____

Title _____

SIGNATURE
GUARANTEE
STAMP