





### 3. Cost Basis Account Election Methods

Please select one of the cost basis accounting methods listed below. If no standing order is elected or if no instructions are received with the redemption order, our default cost basis method of Average Cost (ACST) will be applied. ACST controls the selection of shares used to calculate the cost basis and computes the loss or gain on the redemption.

- Average Cost (ACST)
- First In First Out (FIFO)
- Last In First Out (LIFO)
- High Cost First Out (HIFO)

- Low Cost First Out (LOFO)
- Loss Gain Utilization (LGUT)\*
- Specific Lot Identification (SLID)

If electing SLID, please choose a secondary method: \_\_\_\_\_

Note: Average Cost cannot be chosen as a secondary cost basis account method.

Internal Revenue Service regulations require mutual funds that produce tax Form 1099-B to report cost basis information on covered shares beginning January 1, 2012.

**This is a general interpretation of the tax laws. Specific questions about your situation can be directed to your tax or investment professional.**

\* Loss Gain Utilization will decrement lots taking losses first. For lots that yield a loss, short-term lots will be redeemed ahead of long-term lots. For gain, long-term lots will be redeemed ahead of short-term lots.

### 4. Required Signature(s) for Tax Identification Number Certification

Please provide the estate's or trust's Tax Identification Number (TIN) or the Social Security Number (SSN) for the recipient of the proceeds.

It is important to certify the TIN or SSN. According to federal income tax laws, accounts that do not have a correct and certified TIN or SSN are subject to backup withholding under which the Federated Hermes Funds or their transfer agent must withhold a percentage of taxable distributions. To prevent backup withholding, the Executor, Administrator, Personal Representative or other recipient of the proceeds completes this section to certify that the number is correct. If the signer is the Executor, Administrator, Guardian, Legal Representative, Trustee, etc., capacity **must** be included with the signature or the redemption will not be processed.

**Under penalty of perjury, I certify that:**

1. The TIN shown below is correct, (or I am waiting for a number to be issued to me), and
2. The TIN is not subject to backup withholding because (a) it is exempt from backup withholding, or (b) it has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of failure to report all interests or dividends, or (c) the IRS has notified the taxpayer that it is no longer subject to backup withholding, and
3. Each owner of the account is a U.S. person (including a U.S. resident alien).

Note: If a TIN has not been established for the estate, the redemption will be processed using the TIN currently listed on the account.

**Signature(s) of Executor, Trustee, or recipient of the proceeds:**

\_\_\_\_\_

Signature and Title, if applicable (Executor, Trustee)

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|

Social Security Number of recipient

\_\_\_\_\_

Print Name

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|

Tax ID Number of Estate or Trust

\_\_\_\_\_

Signature and Title, if applicable (Executor, Trustee)

\_\_\_\_\_

Print Name

## 5. Signature and Medallion Guarantee of Authorized Person

To authorize the redemption, the current owner(s), surviving owner, TOD Beneficiary, Legal Representative(s), Trustee(s), or Affiant **must** sign below, including any capacity (i.e., John Smith, Executor).

Note: An **original STAMP2000 Medallion Guarantee ("MSG")** is **not** required if you provide a certified death certificate for the deceased owner and you are the surviving owner of a joint tenant with rights of survivorship account, and the redemption check is made payable to you and mailed to the address of record, which has not been changed in the past 30 days. All other redemptions require an original MSG.

If you were a TOD beneficiary on the former account, by signing below you also certify that: under penalty of perjury, there are no known disputes as to the persons entitled to a distribution under the non-probate or the amounts to be distributed to each person, and no known claims that would affect the distribution requested.

\_\_\_\_\_  
Signature and Title (if applicable) of owner, surviving owner, TOD Beneficiary, Executor, Trustee, or Affiant      Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature and Title of co-Executor or co-Trustee      Date

\_\_\_\_\_  
Phone Number

If an **original** MSG is required, please contact the guarantor *in advance* to confirm signature and document requirements. An MSG is designed to protect the account from fraud and may be obtained from any of the following institutions:

- bank or trust company;
- savings association;
- credit union; or
- broker, dealer, or securities exchange member.

**Original Medallion Guarantee**

Signature verification by a notary public is not an acceptable substitute.

## 6. Mailing Instructions

Please mail this form and any other documentation to **The Federated Hermes Funds**.

**Regular Mail:**

P.O. Box 219318  
Kansas City, MO 64121-9318

**Overnight Delivery:**

430 W 7<sup>th</sup> Street, Suite 219318  
Kansas City, MO 64105-1407