

USER ENROLLMENT FORM FOR BUSINESSES AND PARTNERSHIPS

As a Private Passport Access Administrator, you may authorize users to have online access to your Northern Trust business accounts.

To enroll a new user, you must complete the signed enrollment form **ONLY IF** you are requesting "Full Access" to your business accounts and any of the following conditions are true:

- User is not an authorized signer on the account
- There are restrictions to require multiple signatures for withdrawals from the account
- There are restrictions to limit the user's withdrawals from the account to certain dollar amounts

Otherwise, you may simply contact your Northern Trust Representative **WITHOUT** completing the signed enrollment form if you are requesting "View Only" for a user, or if a user is an authorized signer on the accounts with no dollar restrictions.

Mailing Instructions:

Please complete and sign the enrollment form, then return it to your Northern Trust Representative. For questions, contact the Private Passport Help Center: US and Canada: (888) 635-5350, Outside US and Canada: (312) 557-5900, Mon-Fri 7AM-9PM CST, Sat-Sun 7AM-3:30PM CST

SECTION I: BUSINESS INFORMATION (All fields are required)

<i>Business name</i>	<i>Business' nine-digit tax ID number</i>
<i>Street address</i>	<i>City</i>
<i>State</i>	<i>Zip code</i>

SECTION II: USER INFORMATION (All fields are required, except Middle Initial)

One enrollment form required per user.

Mr. Mrs. Ms. Dr.

<i>First name</i>	<i>Middle initial</i>	<i>Last name</i>
<i>Business phone</i>	<i>Mother's maiden name (last name only required)</i>	
<i>Business Email address</i>		
<i>Social Security Number</i>		

SECTION III: ACCOUNTS REQUESTED FOR ONLINE ACCESS

Set up the following accounts (if you have additional accounts to include, provide information on a separate sheet):

ACCOUNT TYPE	ACCOUNT NUMBER	BUSINESS TAX ID	PRIVATE PASSPORT TRANSACTION CAPABILITY (Select One for each account)	
			FULL ACCESS (Includes Transfers, Bill Payment & Check Reorder)	VIEW ONLY
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

NOTE: If you authorize FULL ACCESS above (thereby authorizing a user to have the ability to transfer funds and pay bills from your accounts), the user would be able to transfer funds to any account including his/her own personal or business accounts at Northern Trust or at other financial institutions, or to pay bills including his/her own bills. The user would be able to transfer all the funds from your accounts to any other account set up under his/her Private Passport User ID.



SECTION IV: NORTHERN TRUST SECURITIES, INC. ACCOUNTS FOR ONLINE TRADING

Complete this section only if you plan to use online trading in Private Passport for your Northern Trust Securities, Inc. account. You'll also need to contact your NTSI Representative or the Brokerage Solutions Group at (800) 621-4482 to assist you in authorizing your account for online trading in Private Passport.

 Account #1

 Account #2

 Account #3

 Account #4
SECTION V: AUTHORIZATION

The Northern Trust Company is authorized to honor any instructions for transactions by the user above, despite any agreement with the Business requiring more than one signature on a check, or restrictions by the Business to limit transactions to certain dollar amounts. We are also authorized to give the user above the same transaction capability through Private Passport for any accounts opened in the future with the same Business Tax ID number. This authorization is in force until revoked by the Business or you by contacting the Private Passport Help Center toll free at 1-888-635-5350 and is subject to the Agreement and Disclosure Statement (a current copy of which will be furnished with your fulfillment kit) as amended from time to time.

Signature #1 – To be signed by Private Passport Access Administrator:

The person signing below has been authorized by the Business to designate additional users of Private Passport.

 Signature

 Name

 Date
Signature #2:

[Note: If the business specified above is a corporation, the secretary or an assistant secretary must provide the second signature; if it is a partnership, limited liability company or partnership, one of the partners, managers or members must provide the second signature. Sole proprietors do not need to provide a second signature.]

[A second signature is required ONLY IF the new user is enrolled with "Full Access" to an account and any of the following conditions are true:

- a) User is not an authorized signer on the account
- b) There are restrictions to require multiple signatures for withdrawals from the account
- c) There are restrictions to limit the user's withdrawals from the account to certain dollar amounts]

By signing below, I certify that I am the duly appointed and qualified Secretary, Manager, Partner or Member of the business and that the access described above was approved in a Board of Directors, Members or Partners meeting held, where certain resolutions were adopted to grant the access described above. These resolutions appear in the minutes of the meeting and they have not been rescinded or modified. With these powers granted I approve Private Passport enrollment for the new user above and authorize the Northern Trust Company to honor any instructions for transactions by the user, despite any of the above three restrictions by the Business. I also authorize the Northern Trust Company to give this user "Full Access" to any accounts opened in the future with the same Business Tax ID number.

 Signature

 Name and Title

 Date

Please check below if Sole Proprietor:

Sole Proprietor or Single Member LLC (Second Signature does not apply)



CERTIFICATION FORM FOR PRIVATE PASSPORT ACCESS ADMINISTRATOR

The certification form should be completed and signed by the secretary or partners of the business. This certification form designates who can authorize a Private Passport enrollment for a business account and is hereby known as the Access Administrator.

The certification form doesn't need to be completed if:

- Your Corporate Resolution identifies individuals with powers to request Private Passport Access.
- You've completed a certification form with a prior enrollment.
- The Private Passport Access Administrator has not changed as indicated by the Corporate Resolution or certification form.

TO BE COMPLETED BY CORPORATIONS, NOT-FOR-PROFIT CORPORATIONS AND OTHER ORGANIZATIONS (See below for partnerships and limited liability companies)

I do certify that the following is a complete and true copy of certain resolutions of the Board of Directors of _____
Business Name

and that those resolutions have not been rescinded or modified and are in full force and effect:

Be it resolved, that any Northern Trust affiliate and any Northern Trust proprietary mutual fund where the Business has accounts ("Northern Trust") is hereby authorized to honor any Northern Trust Private Passport enrollment requests completed by _____ whose
Name of Access Administrator

signature follows _____ on behalf of the Business. Enrollment forms will designate who can use the Business' *Signature of Access Administrator*

accounts through Private Passport.

Be it further resolved, that the foregoing resolution shall continue in force until express written notice of its revocation or modification has been received by Northern Trust.

In witness hereof, I have subscribed my name this _____ day of _____ (month) _____ (year)

Signature of Secretary of the Business

Name of Secretary of the Business

TO BE COMPLETED BY PARTNERSHIPS AND LIMITED LIABILITY COMPANIES (See above for other commercial account types)

We are all of the general partners (or all of the managers and members) of _____ (the "Business").
Business Name

Any Northern Trust affiliate and any Northern Trust proprietary mutual fund where the Business has accounts ("Northern Trust") is authorized to honor any Northern Trust Private Passport enrollment requests completed by _____ whose signature follows
Name of the Signer of the Enrollment Form

_____ on behalf of the Business. This authorization will continue in force until express written notice of its
Signature of the Signer of the Enrollment Form

revocation or modification has been received by Northern Trust. Enrollment forms will designate who can use the Business' accounts through Private Passport.

Signature

Name

Signature

Name

Signature

Name

MAILING INSTRUCTIONS:

Please send the completed form to your Northern Trust Representative.

For questions, contact the Private Passport Help Center: US and Canada: (888) 635-5350, Outside US and Canada: (312) 557-5900, Mon-Fri 7AM-9PM CST, Sat-Sun 7AM-3:30PM CST

Retain a copy for your records.

FOR BANK USE ONLY

