

## **Instructions for updating your Broker/Dealer information at Dyatech:**

1. Please completely fill out the SunGard Application that follows this instruction page with your broker/dealer information.
2. Please check the following boxes in the upper right hand corner of the form: “Change” and “Broker Dealer”.
3. Registration Name is the name of the 401(k) Plan.
4. Branch/Team/Account is the Plan’s number here at Dyatech.
5. We will need four originals of this SunGard Application signed by the Trustee(s) in the “Authorized Signers” box in the lower left hand corner of the form.
6. All four originals must also be Medallion Signature Guarantee stamped.
7. Please provide your email address and phone/fax numbers for Dyatech to provide confirmations that your request was received and completed.

Phone number \_\_\_\_\_

Fax number \_\_\_\_\_

Email address \_\_\_\_\_

If you have any questions about filling out the forms, please contact Dyatech’s Client Services Department at 866-651-4222 ext 400.

When completed, please mail to:

**Dyatech**  
**Attn: Conversions**  
**805 South Wheatley Street Ste 600**  
**Ridgeland, MS 39157**



- New Application**
- Change** (Check all that apply below)
  - Registration
  - Address of Record
  - Broker Dealer
  - Other

## SUNGARD APPLICATION

(Please complete, print and sign. This is to be returned with documentation for every new registration.)

REGISTRATION INFORMATION	
SGN Client Name:	Dyatech, LLC
Registration Name:	
Branch/Team/Account:	
Address:	805 South Wheatley Street Ste 600 Ridgeland, MS 39157

BROKER DEALER			
Broker Dealer:		Rep Name:	
Address:	Rep #:	Branch #	
	Clearing Firm		
	FIN/OTC #:		

ADDITIONAL MAIL	
(If a third party wants Mutual Fund statements, please enter address here.)	
Address:	

DOCUMENTS/ASSET INFORMATION			
(The following fields must be completed.)			
W9 on file:	Yes	Trust Document/Corp. Resolution on file:	Yes
Asset Type:	Qualified	Social Code:	12 - 401K

TRUST NETWORKING
<p>We hereby authorize you to accept orders regarding the purchase and redemption of mutual fund shares and other related information, including disbursement and distribution information (the "Instructions"), from Mid Atlantic Capital Corporation ("MACC") on behalf of the accounts registered in the name of [ _____ ], [TIN: _____], and listed in the schedule attached hereto (the "Accounts"). The Instructions will be communicated to you by way of the National Securities Clearing Corporation (the "NSCC") via SGN Funds, the proprietary trade routing system operated and maintained by SunGard Institutional Brokerage Inc. You are authorized and directed to rely upon this letter in recognizing MACC as the settlement agent on behalf of such Accounts, and to deal directly with MACC in connection with NSCC settlement issues involving the Accounts, and rely upon the information provided in this application until such authority is revoked in writing by the undersigned.</p>

SIGNATURES	
Authorized Signers: ----- ----- -----	Signature Guarantee: