

# Automatic Transactions Sign-Up Form



**Homestead**  
Funds

Use this form to establish an automatic investment plan, systematic exchanges, or a systematic withdrawal plan, made to, or from an existing Homestead Funds Account. **Please Note that systematic withdrawal plans for IRA accounts must be requested on the IRA Distribution Request Form.** Your completed form must be received 15 days in advance of your requested automatic investment plan, systematic exchange or systematic withdrawal plan date to allow time for processing. If the form is received after the requested processing date then the beginning date will move to the next eligible frequency you have requested.

Return your completed form to:

**Regular Mail**

Homestead Funds  
c/o of Ultimus Fund Solutions, LLC  
P.O. Box 46707  
Cincinnati, OH 45246

**Overnight Mail**

Homestead Funds  
c/o of Ultimus Fund Solutions, LLC  
225 Pictoria Drive  
Suite 450  
Cincinnati, OH 45246

**Fax**

877-513-0756

If you have a question about the form, call us at 800.258.3030.

For complete information about Homestead Funds and services, see the prospectus, which is available at [homesteadadvisers.com](http://homesteadadvisers.com) or by calling the above toll-free number.

## 1. Ownership

Tell us how your account is currently registered and provide your account number.

Account Owner/Minor's First Name	Middle Initial	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Social Security Number	Account Number	
<input type="text"/>	<input type="text"/>	

Daytime Telephone Number (in case we have questions)

-  -

◆ **If a Joint or Minor's Account**

Joint/Custodian's First Name	Middle Initial	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime Telephone Number (in case we have questions)

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Joint/Custodian's First Name	Middle Initial	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime Telephone Number (in case we have questions)

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◆ **If an Entity, Trust, or Estate Account**

Entity/Trust/Estate Name	Account Number
<input type="text"/>	<input type="text"/>

Printed Name of Agent Signing Section 7	Tax Identification Number
<input type="text"/>	<input type="text"/>

Daytime Telephone Number (in case we have questions)

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Be sure to sign your completed form (Section 7).

If we do not already have your phone number on file we will add it to your contact information.

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## 2. Begin Automatic Investment Plan

Complete this section to begin a program of regular purchases with money moved directly from your bank account (Section A) or paycheck (Section B) to your Homestead Funds account.

### A. ACH Transfer From Bank Account

**Transfer frequency:**

Monthly     Quarterly     Semi-annually     Annually

**First Purchase** (mm/dd/yyyy) — Your automatic purchases will continue on the day you list for first purchase, or the next business day if the market is closed on your specified day. If you select the 29th, 30th or 31st, for any month without that many days, the system will schedule the last business day of the month for your purchase.

/  /  (Mandatory. You must provide a First Purchase date)

**Last Purchase** (mm/yyyy)

/  (Optional. If no date is provided purchases will continue until we receive different instructions from you.)

If this is an IRA or ESA account all automatic purchases will be processed as current-year contributions. **It is your responsibility to ensure your total contributions do not exceed annual contribution limits.**

Complete this section to establish an Automatic Investment Plan and have money moved regularly from your bank account to your fund account. If we do not already have bank information on file you must also complete **Section 6.**

Your account will be charged a fee for ACHs rejected by your bank.

**Indicate how the amount above should be allocated.**

Daily Income Fund (168)	\$	<input type="text"/>
Short-Term Government Securities Fund (170)	\$	<input type="text"/>
Intermediate Bond Fund (171)	\$	<input type="text"/>
Short-Term Bond Fund (172)	\$	<input type="text"/>
Stock Index Fund (174)	\$	<input type="text"/>
Value Fund (176)	\$	<input type="text"/>
Small-Company Stock Fund (178)	\$	<input type="text"/>
International Equity Fund (180)	\$	<input type="text"/>
Growth Fund (182)	\$	<input type="text"/>
Asset Allocation Model (555)	\$	<input type="text"/>

**Only choose 555 Asset Allocation Model if you have established an Asset Allocation Model in your account online or with a phone representative.**

**Total**    \$

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## B. Payroll Deduction

Select the funds you will be investing in. You do not need to indicate the investment amount at this time.

- Daily Income Fund (168)
- Short-Term Government Securities Fund (170)
- Intermediate Bond Fund (171)
- Short-Term Bond Fund (172)
- Stock Index Fund (174)
- Value Fund (176)
- Small-Company Stock Fund (178)
- International Equity Fund (180)
- Growth Fund (182)
- Asset Allocation Model (555)

**Only choose 555 Asset Allocation Model if you have established an Asset Allocation Model in your account online or with a phone representative.**

Complete this section to set up an account for receipt of payroll deductions to be sent by your employer. We will mail your new account numbers and other information you will need to provide to your payroll office to initiate deposits.

## 3. Begin Systematic Exchanges

Complete this section to begin systematic exchanges made from one fund in your account to another. An exchange is a distribution followed by a subsequent purchase. For investors in regular (nonretirement) accounts, it is a taxable event.

### A. Exchange Amount/Fund Details

Complete this section in its entirety to tell us which fund you want to exchange from and the dollar amount you want to exchange into each fund.

**Exchange from (Fund Name):**

**Exchange to:**

Daily Income Fund (168)	\$	<input type="text"/>
Short-Term Government Securities Fund (170)	\$	<input type="text"/>
Intermediate Bond Fund (171)	\$	<input type="text"/>
Short-Term Bond Fund (172)	\$	<input type="text"/>
Stock Index Fund (174)	\$	<input type="text"/>
Value Fund (176)	\$	<input type="text"/>
Small-Company Stock Fund (178)	\$	<input type="text"/>
International Equity Fund (180)	\$	<input type="text"/>
Growth Fund (182)	\$	<input type="text"/>

If exchanging to a new fund, your existing account registration (account number, ownership information and account type) will be preserved.

# Automatic Transactions Sign-Up Form



## B. Exchange Frequency

Complete this section to tell us how often you would like your exchange to occur and when you want it to start.

**Exchange frequency:**

Monthly     Quarterly     Semi-annually     Annually

**First Exchange** (mm/dd/yyyy) — Your automatic exchanges will continue on the day you list for first exchange, or the prior business day if the market is closed on your specified day. If you select the 29th, 30th or 31st, for any month without that many days, the system will schedule the last business day of the month for your exchange.

/  /  (Mandatory. You must provide a First Exchange date)

**Last Exchange** (mm/yyyy)

/  (Optional. If no date is provided exchanges will continue until source Fund is depleted or until we receive different instructions from you.)

You must indicate the start month. If this form is not received in time to process for the start month indicated, it will begin the next month.

## 4. Begin Systematic Withdrawal Plan (non-IRA accounts only)

Complete **Sections A, B,** and **C** to begin a program of regular distributions from your account.

IRA systematic withdrawal plans must be requested on the IRA Distribution Request Form.

### A. Withdrawal Amount

Complete this section to tell us the amount you want to distribute from each fund.

**Distribute from:**

Daily Income Fund (168)	\$	<input type="text"/>
Short-Term Government Securities Fund (170)	\$	<input type="text"/>
Intermediate Bond Fund (171)	\$	<input type="text"/>
Short-Term Bond Fund (172)	\$	<input type="text"/>
Stock Index Fund (174)	\$	<input type="text"/>
Value Fund (176)	\$	<input type="text"/>
Small-Company Stock Fund (178)	\$	<input type="text"/>
International Equity Fund (180)	\$	<input type="text"/>
Growth Fund (182)	\$	<input type="text"/>

# Automatic Transactions Sign-Up Form



Homestead  
Funds

## B. Withdrawal Frequency

Complete this section to tell us how often you would like your distribution to occur and when you want it to start.

### Distribution frequency

Monthly    Quarterly    Semi-annually    Annually

**First Distribution** (mm/dd/yyyy) — Your automatic distributions will continue on the day you list for first distribution, or the prior business day if the market is closed on your specified day. If you select the 29th, 30th or 31st, for any month without that many days, the system will schedule the last business day of the month for your distribution.

/  /  (**Mandatory.** You must provide a First Distribution date)

### Last Distribution

 (mm/yyyy)

/  (**Optional.** If no date is provided distributions will continue until source Fund is depleted or until we receive different instructions from you.)

You must indicate the start month. If this form is not received in time to process for the start month indicated, it will begin the next month.

## C. Withdrawal Method

Complete this section to tell us how to send your distribution proceeds.

### Must check one:

ACH transfer to bank of record. If bank information is not already on file, you must also complete **Section 6.**

Check mailed to address of record.

## 5. Cost Basis Election – Taxable Accounts Only

If you are setting up systematic withdrawals from a non-retirement account all withdrawals of covered shares will be reported using the cost basis election currently on your account. If you want to change your current cost basis election please call a Homestead Funds client service representative at 800.258.3030 for instructions. Homestead Funds will report cost basis information to both shareholders and the Internal Revenue Services (IRS) on mutual fund shares acquired and subsequently redeemed after January 1, 2012.

### Need Help?

Homestead Funds Client Service Representatives are available on business days from 8:30 a.m. to 5:00 p.m. E.T.

Call **1.800.258.3030**

# Automatic Transactions Sign-Up Form



## 6. Bank Information

Be sure to complete this section if we do not currently have bank information on file and you:

- Signed up for the Automatic Investment Plan and chose to have money moved by ACH transfer from your bank account (**Section 2**)
- Signed up for the Systematic Withdrawal Plan and chose to have distribution proceeds deposited directly to your bank account (**Section 4**)

**If you have an existing automatic investment plan or systematic withdrawal plan and would like this to continue from the new bank information attached, please check here.**

**Add or update. Check one:**  This bank information replaces any prior bank information on file.  
 This bank information should be added in addition to any prior information on file.

**Account type. Check one:**  Checking  Savings

By completing this section, you authorize Homestead Funds to deduct money from your bank account to purchase shares into your Homestead Funds account and to send withdrawal proceeds to your bank account of record. You must wait 15 days after the instructions have been added to your account before you can process a distribution to the new bank instructions.



### Attach voided check here.

Checks must be preprinted with your name and address. At least one common name must match exactly between your Homestead Funds and Bank accounts. We do not accept starter checks. If you do not have a preprinted check please include a letter from your bank, on their letterhead, confirming your bank account registration, account number and routing number.

## 7. Signature

If this is a joint account all account owners must sign below. If this is a minor account the custodian must sign below. If this is an Entity, Trust, or Estate account the signer must provide their title below.

Signature <input type="text"/>	Title (if an Entity/Trust/Estate Account) <input type="text"/>	Date (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>
Signature <input type="text"/>	Title (if an Entity/Trust/Estate Account) <input type="text"/>	Date (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>
Signature <input type="text"/>	Title (if an Entity/Trust/Estate Account) <input type="text"/>	Date (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>

Be sure to sign this section. We cannot act on your instructions without your signature.