Reset Form

Valet Asset Management Account Securities Cost Basis Record

The Valet Asset Management Account statement is an important tool to help you monitor your account activity and portfolio holdings. When your account is approved as a Valet account, we will automatically begin tracking the cost basis of your securities purchases and will report them on your statement. However, you must provide us with cost basis information on the securities that you owned prior to your account being approved as a Valet account.

IMPORTANT: *Complete this form if:*

You **upgraded** from an existing brokerage account to a Valet account and you already had securities in your account.

or

You **opened a new** Valet account and you transferred securities into the account.

Account Name

Brokerage Account Number ☐☐☐-☐☐☐☐☐-☐☐

Brokerage Firm Name

The information you provide below will enable us to update our records so that your Valet Asset Management Account statement more accurately depicts your investment progress. If you have questions or require assistance to complete this form, please contact your investment representative.

Name of Security	**Symbol or Cusip #**	**Quantity** (If you purchased the same security on different dates or for different prices, please list them separately)	**Original or Adjusted Cost Basis*** (Including commissions and fees)	**Date Acquired** (Trade date of transaction) mm/dd/yyyy
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	
			$	

Please return this completed form to your investment representative.

** The basis of stock or bonds you own generally is the purchase price plus the costs of purchase, including commissions and other miscellaneous fees. Certain events (such as stock dividends, splits, or other distributions, returns of capital, accrued interest paid on bonds, and OID payments, etc.) may require an adjustment to your basis. Consult IRS Publication 550,* Investment Income and Expenses (including Capital Gains and Losses) *or your tax professional for additional information.*

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For Correspondent Firm Use Only

Fax this completed form to (866) 625-9272.

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