



eDOCUMENTS AUTHORIZATION AND ENROLLMENT FORM

ONLINE STATEMENT PORTAL AND EMAIL NOTICES

Ingalls & Snyder, LLC’s (“Ingalls”) is now providing clients with electronic retrieval of account statements, confirmations, activity summaries and related information through an online portal, **eDocuments**, accessible via Ingalls & Snyder’s website (www.ingalls.net). A new enrollment is required in order to access eDocuments, even if you have had online account services through Ingalls & Snyder’s website previously. **Please complete, sign and submit this form to Ingalls before May 1, 2016.** Upon processing of this enrollment form, each authorized user will receive an email with a unique link to a website where the enrollment process will be completed, with selection of a password and security questions. Once enrolled, **eDocuments** users will receive email notifications when statements, confirmations and other account notices become available online.

I. MY ACCOUNTS AND ONLINE ACCESS REQUEST

I hereby request email notification and online account access to the **eDocuments** portal for the account(s) listed below. I authorize Ingalls to allow such service and access, and I understand that Ingalls may decline or discontinue it at any time in its sole discretion. My request for this service and access pertains to the Ingalls account(s) specified in this form only. All authorized accounts indicated below in this agreement must be of common ownership to be linked to a single User Name. I understand that I am responsible for maintaining the security and confidentiality of my personal user name and password, and all information obtained or disseminated through such access until it is disabled or revoked in accordance with Ingalls policies.

My request for **eDocuments** access and email notifications pertains to the following Ingalls account(s):

Account #	Continue to receive paper, check box <input type="checkbox"/> Monthly Statements <input type="checkbox"/> Confirmations and other notices.	
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Beneficial Account Owner Name	First*	Last*

II. CREDENTIALS

User Name* Select a User Name which must be 8-20 characters, only letters, numbers, underscores, dashes or periods can be accepted ; no other special characters.	
Email Address* eDocuments enrollees will receive an automated email notification to complete enrollment activation process online.	

III. THIRD PARTY ACCESS (GRANTING NON-ACCOUNT OWNERS ONLINE ACCESS)

Online account information access and/or email notification for statements, confirms and other documents may be **granted to Third Parties by the written authorization of all account owners**. Third Parties include all individuals who are not legal owners of an account. Ingalls may decline or discontinue access to an authorized Third Party at any time at its sole discretion. By checking the box(es) below, I wish to grant online access and/or email notification to a Third Party, and understand that by granting such access, the Third Party shall have access to my confidential account information presented on the **eDocuments** website. Third Party service and access will remain in effect until Ingalls is notified in writing by an Account Owner to terminate such Third Party access or access is revoked by Ingalls.

Name of Third Party	First*	Last*
User Name for Third Party* Please select a User Name which is 8-20 characters, <i>only letters, numbers, underscores, dashes or periods can be accepted</i> ; no spaces or other special characters.		
Email Address of Third Party* The Third Party will receive an automated email notification to complete enrollment activation process		
Account Number(s) Access for Third Party* Check one box. <input type="checkbox"/> Third Party online access for all of the accounts as listed on Page 1 above. <input type="checkbox"/> Third Party online access limited to the to only the following account(s) listed below:		
Account #	Continue to receive paper, check box <input type="checkbox"/> Monthly Statements <input type="checkbox"/> Confirmations and other notices.	
Account #	Continue to receive paper, check box <input type="checkbox"/> Monthly Statements <input type="checkbox"/> Confirmations and other notices.	
Account #	Continue to receive paper, check box <input type="checkbox"/> Monthly Statements <input type="checkbox"/> Confirmations and other notices.	

IV. ACCEPTANCE of TERMS and CERTIFICATION*

(All account owners must sign this acknowledgement and accept the terms of this agreement.)

I (we), as the owner(s) (or authorized agent(s) of the owner(s)) of the account(s) indicated above, understand the conditions under which I am requesting online access from Ingalls, and agree to the terms and conditions set forth herein. I also hereby grant my informed consent to online service and access of the account(s) by the third-parties named above, and understand that such access will enable such parties to view personal information regarding my account(s). With respect to the above account(s), I am (*check all that apply*):

<input type="checkbox"/> the Sole owner	<input type="checkbox"/> a Joint owner	<input type="checkbox"/> a Trustee	<input type="checkbox"/> an Authorized Signatory
<input type="checkbox"/> the Executor	<input type="checkbox"/> Other (please state)		

* Required.

All Account Owners / Authorized Signatories sign here.

ACCOUNT OWNER / AUTHORIZED SIGNATORY

DATE

JOINT ACCOUNT OWNER / 2ND AUTHORIZED SIGNATORY

DATE

If you do not remember your User Name and/or Password, or wish to report an erroneous or unauthorized access, contact Ingalls & Snyder immediately.

Complete and return with original signature(s) via mail, email or fax as listed below:



Compliance Officer
Ingalls & Snyder LLC
1325 Avenue of the Americas
New York, NY 10019



compliance@ingalls.net



212-269-1374

Questions? Contact
your Account Executive
or eDocuments Assistance
at 212-269-0288.