

INSTRUCTIONS FOR COMPLETING A BENEFICIARY CHANGE FORM

The following instructions are included for your convenience.

- Type or print clearly in ink
- Use new form instead of making erasures or corrections
- Return all signed copies
- The witness signature cannot be a beneficiary or a potential beneficiary
- Certificate owner and witness signature must be dated the same day
- The form must be received in our office within 45 days of the signature date

If additional space is needed, please attach a separate sheet of paper. The certificate owner and witness must sign and date each attachment.

If you are changing your beneficiary from a previously designated trustee beneficiary, please submit evidence that the Trust Instrument permits such a change.

If you are designating a trust as the primary or contingent beneficiary, please include a copy of the title page, the signature page, and the page that is notarized. Be advised that the notary's seal or stamp must be visible for us to accept your designation.

Please return your completed form to:

AMBA
PO Box 9186
Des Moines, IA 50306