



## SEI CASH ACCESS ACCOUNT TARGET BALANCE CHANGE REQUEST FORM

Instructions: Complete this form to change the minimum and/or maximum target account balance ("Target Minimum Balance" or "Target Maximum Balance") of your SEI Cash Access Checking Account ("CAA"). Please use blue or black ink when completing this form.

Remember: On the 20th day of each month, or the first business day thereafter when the 20th day of any month is not a business day, SEI Private Trust Company ("SPTC") or The Bancorp Bank, N.A. ("Bank") will automatically transfer funds from your linked SPTC account to restore your CAA balance to the Target Minimum Balance you selected. When the balance in your checking account exceeds the Target Maximum Balance, funds will be swept to your linked SPTC Account.

### PART 1: Account Information

Cash Access Checking Account Number

Account Name

SPTC Account Number

Phone Number

### PART 2: Target Balance Elections

The **Target Minimum Balance** is the **lowest** amount you would like available in the CAA after the monthly sweep. If your CAA balance is less than your Target Minimum amount, we will sweep funds from your linked SPTC account to your CAA to bring the CAA balance up to this minimum.

The **Target Maximum Balance** is the **highest** amount you would like available in the CAA after the monthly sweep. If your CAA balance is more than your Target Maximum amount, we will sweep funds from your CAA to your linked SPTC account to bring the CAA balance down to this maximum.

Provide your Target Minimum and optional Target Maximum elections below.

#### A. Target Minimum Balance Election

Please change my Target Minimum Balance to: \_\_\_\_\_ (minimum of \$5,000)

**Strategy for Target Minimum Balance:** (optional) \_\_\_\_\_

By selecting a strategy for your linked SPTC account, you are overriding the Default Process shown below. To meet your Target Balance, funds will be pulled using the selected strategy – unless there are no assets remaining. Pledged SPTC accounts, including those pledged to SBLOCs, are not eligible for specific strategy selection. If no strategy is selected, the Default Process will be used.

#### B. Target Maximum Balance Election (Optional)

Please change my Target Maximum Balance to: \_\_\_\_\_

**Strategy for Target Maximum Balance:** \_\_\_\_\_

By selecting a strategy for your linked SPTC account, you are overriding the Default Process shown below. To meet your Target Balance, funds will be pushed to the linked SPTC account. If no strategy is selected, the Default Process will be used.

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## Default Process

The **automatic sweep to the CAA** will be satisfied from your linked SPTC account in the following order:

- 1) Money market assets in linked SPTC account (excludes DCA, Asset Transit and Client Directed Portfolios).
- 2) Additional assets will be sold if there is not enough available cash (collected using the default raise cash method on the linked SPTC account).

Please note:

- Non-mutual fund assets (i.e., stocks and bonds) with allocations in a strategy may be liquidated to satisfy the automatic target balance.
- When an SPTC account has multiple portfolios, the portfolio with a strategy assigned to it will be accessed to raise cash. If no strategy exists, cash will be raised via the default non-strategy raise cash method. In both instances, the portfolio with the highest market value will be accessed.
- DCA, Asset Transit and Client Directed Portfolios are excluded from the monthly sweep.
- Please contact your Financial Professional for details regarding how cash will be raised for your specific SPTC account.

The **automatic sweep to the linked SPTC account** from your CAA will be credited in the following manner:

- 1) Standard Account with One Portfolio - Funds will be credited to the portfolio.
- 2) Standard Managed Account with Overlay - Funds will be credited to transitory cash portfolio.
- 3) Multiple Capital Portfolios - Funds will be credited to the portfolio with the largest existing cash position.

## PART 3: Signatures

\_\_\_\_\_  
Authorized Signer or Authorized Advisor Signature

\_\_\_\_\_  
Date (mm/dd/yyyy)

\_\_\_\_\_  
Authorized Signer or Authorized Advisor Signature Name

*Please allow three business days for processing.*

Please **fax** this completed form to:

SEI Cash Access

Fax: 302.791.5792