Reporting and Delivery of DRP Property

Dividend Reinvestment Plans (DRP) will not be accepted in book entry form. Convert all owner accounts to whole shares. Register the whole shares in our nominee name. **(See Instructions Below)** Remit proceeds for fractional shares for each rightful owner regardless of the dollar amount, and report as cash in lieu on your holder report. Also report whole shares. **DO NOT report cash and securities on the same line.**

When reporting DRP securities, please remember your report is not complete until you provide evidence of the property being transferred into the ownership of the State of Connecticut. The required evidence depends on the type of security and how it will be delivered to our custodian on behalf of the state.

At least two days prior to delivery,
you **MUST** fax or email intent to deliver to our custodian –
see instructions below.

Fax or email an **"intent to deliver"** list of the mutual funds to Xerox Unclaimed Property Clearinghouse at (617) 722-9660, Attn: Vilka Markovich, (vilka.markovich@xerox.com) and to the Unclaimed Property Division at (860) 527-0051, Attn: Holder Reporting (cathy.kristof@ct.gov or gloria.g.williams@ct.gov). List should include cusip numbers, number of shares, issue names and delivering party's DTC #. If statement (DRS/Book Shares), a copy of the transfer notification should be faxed or emailed to Xerox Unclaimed Property Clearinghouse and the State of Connecticut. Once received, our office will confirm and provide further delivery instructions.

All DTC eligible securities MUST be deposited through DTC or DWAC as follows:	
Nominee Name: **Nutmeg & Co.** **FEIN# 56-2420244**	**DTC Participant # 901** **Agent Bank # 26500** **Account # 822435**

Note: A confirmation statement showing Nutmeg & Co as the owner of the shares must accompany your Holder Report for your report to be considered complete.

To register Book Entry Shares / Direct Registration Shares / Dividend Reinvestment Shares as follows:	
Nominee Name: **Nutmeg & Co.** **FEIN# 56-2420244**	**c/o Xerox State and Local Solutions** **Unclaimed Property** **100 Hancock St., 10th Floor** **Quincy, MA 02171** **Attn: Custody Department**

Note: A confirmation statement showing Nutmeg & Co as the owner of the shares must accompany your Holder Report for your report to be considered complete.

To register and deliver Physical Certificates ONLY for non-DTC eligible shares as follows:	
Certificates must be registered as shown below, the original certificate sent to our custodian at the address listed below and a **photocopy of the certificate should be delivered with your report. DO NOT deliver the original certificate to the State of Connecticut with your report. Please be advised that certificates registered incorrectly will be returned to you for re-registration and your report will be considered incomplete.** Only one certificate must be delivered for each security position reported.	
Nominee Name: **Nutmeg & Co.** **FEIN# 56-2420244**	**The Depository Trust Company** **Attn: BNY Mellon/Branch Deposit Department** **570 Washington Blvd – 5th Floor** **Jersey City, NJ 07310**

Note: A confirmation statement showing Nutmeg & Co as the owner of the shares must accompany your Holder Report for your report to be considered complete.

The only authorized vendor to have custody of State of Connecticut Unclaimed Property securities is Bank of New York Mellon. (Companies <u>CANNOT</u> SET-UP SEPARATE ACCOUNTS in the State of Connecticut name. When transferring shares, they must be registered in the name of the State of Connecticut.) If a holder cannot report <u>and</u> deliver the shares to Connecticut's Bank of New York transfer agent, then <u>DO NOT</u> report the shares to the state on your holder report. <u>You must maintain the shares in the name of the original owner until the security returns to a position of value (Conn. Gen. Stat. § 3-65a(f)).</u>

Revised: July 2016