

# Non-Retirement Account Redemption Form

**Notice:** This form is intended for Shareholders who own Morgan Stanley mutual fund shares directly with the fund. If you own shares of a Morgan Stanley mutual fund through a Financial Intermediary, including Morgan Stanley Wealth Management, please contact your Financial Intermediary for instructions on updating your account.

**Regular Mail**

Morgan Stanley Funds  
P.O. Box 219804  
Kansas City, MO 64121-9804

**Overnight Mail**

Morgan Stanley Funds  
801 Pennsylvania Ave, Suite 219804  
Kansas City, MO 64105-1307

**For assistance:**

800-869-6397  
9:00 a.m. - 5:30 p.m. ET, Mon-Fri

**Important Instructions:** To use a fillable form in Windows Edge, please click on the three dots at the upper right of the browser and select "Open with Internet Explorer" which will make the fillable sections appear.

Use this form to redeem shares from non-retirement accounts only. If this is a redemption due to the death of the account owner(s), additional documentation may be required please call customer service at 800-869-6397. If you are the account owner's Power of Attorney you must include a certified copy of the Power of Attorney, dated within five years of issue.

## Part 1. Owner Information

Account Registration	SSN or TIN	Account Number	
Joint Account Owner's/Minor's Name	SSN or TIN	Phone Number	
Street Address	City	State	Zip
Daytime Phone	Evening Phone		

## Part 2. Redemption Instruction

☐ I wish to withdraw my entire account balance.

☐ I wish to make a one-time withdrawal from my fund(s) as indicated below.

☐ I wish to set up a systematic withdrawal from my fund(s) as indicated below. \$25.00 per fund minimum. Systematic withdrawals, once initiated, will continue indefinitely until canceled. Systematic withdrawals will be sent via electronic funds transfer to your bank, continue to Part 3. A voided check in Part 4 and Medallion Signature Guarantee in Part 5 is needed to establish a systematic withdrawal.

Fund Name / Fund Number	Amount
Fund Name / Fund Number	Amount
Fund Name / Fund Number	Amount
	\$

**Part 3. Cost basis election (Required, select only one option)**

As a result of the Economic Stabilization Act of 2008, mutual fund companies are required to provide cost basis reporting to both you and the IRS. Morgan Stanley will report the cost basis on the sale of any shares purchased after the effective date of January 1, 2012. When filing your tax return, you will be required to use the cost basis reported on your Form 1099-B.

If you do not elect a cost basis reporting method below, the Fund will use Average Cost as the default method. This election is good for all future transactions unless you either revoke or change the election. You may always change your cost basis method on future purchases, no matter what cost basis method you choose.

Revocation: if you elect Average Cost or the default to Average Cost was applied, you have the option to revoke this election in writing, prior to the first redemption, transfer, or exchange of any covered shares from the fund in your account. If a change request is received after the first redemption, transfer, or exchange, those shares purchased under the Average Cost method must retain the basis of Average Cost. IRS regulations do not allow the change of a cost basis election after a sale of shares has been executed.

The election you make will apply to all funds in this account. There are several choices for cost basis depletion. The tax implications may be different for each. Please consult with your Tax Advisor and/or Financial Professional before making important tax elections for your account.

- ☐ Average Cost (ACST) Fund Default
- ☐ Low Cost First Out (LOFO)
- ☐ First in First Out (FIFO)
- ☐ Specific Lot Identification (SLID) \_\_\_\_\_  
(SLID) Secondary Reporting Method (ACST is not a valid secondary method)
- ☐ Last in First Out (LIFO)
- ☐ High Cost First Out (HIFO)
- ☐ Loss/Gain Utilization (LGUT)

You should consult with a tax advisor, CPA, Financial Planner, or Investment Manager to decide what option is best for you.

**Part 4. Payment Method**

- ☐ Mail check to the address of record.  
(If your address of record has been on file for 15 calendar days or less, A Medallion Guarantee Stamp is required in Part 5 for this option.)
- ☐ Via Electronic Funds Transfer to my bank. Please attach a voided check. Medallion Signature Guarantee required if banking information is new to the account.  
  
Distribution Frequency (For systematic withdrawal selection in Part II of this form only). Beginning Date: \_\_\_\_\_  

☐ Monthly, on the \_\_\_\_\_ day of each month.

☐ Quarterly, on the \_\_\_\_\_ day of January, April, July and October.
- ☐ Via Wire to my bank. Voided check attached. If wiring to new banking instructions, a Medallion Signature Guarantee in Part 5 is needed.
- ☐ Via ACH to my bank. Voided check attached. If sending to new banking instructions, a Medallion Signature Guarantee in Part 5 is needed.

**Please attach a voided check here**  
**(At least one of the Morgan Stanley shareowners must be listed on the bank account.)**  
**Bank wires are normally completed on the business day following receipt of your request.**

☐ Mail check to 3rd party address. (A Medallion Guarantee Stamp is required in Part 5 for this option.) Make check payable to:

Name			
Street Address	City	State	Zip

☐ Wire to 3rd party.  
(A Medallion Guarantee Stamp is required in Part 5 for this option.) Please be sure this bank is a member of the Federal Reserve. Bank wires are normally completed on the business day following receipt of your request.

☐ ACH

Receiving Bank's Name	Bank Routing Number	Bank Account Number
Name(s) on Bank Account	For Further Credit/Additional Instructions	

**Part 5. Authorization & Signature**

I/We authorize Morgan Stanley to redeem the specified amounts from the accounts indicated on this form. Signature of Account Owner(s)/Custodian/Trustee(s)/Authorized Individual(s).

Authorized signer
Date

Authorized signer
Date

Please attach medallion here

Please attach medallion here

Medallion Guarantee Stamp is required if your redemption is:

- Sent by check to your address, if the address has been updated within the last 15 calendar days.
- Sent to an alternate payee, or address other than the address on your account.
- Sent via wire or ACH to banking instructions that were not previously on your account.
- Or if this request is being signed by the account owner's Power of Attorney.
- The redemption is over \$50,000.

If a Medallion is required, the signature(s) must be guaranteed by an eligible bank, broker/firm, credit union, national securities exchange, registered securities association, clearing agency, or savings association. Medallion Signature Guarantees shall be accepted in accordance with policies established by Morgan Stanley. Notarization by a Notary Public is not acceptable in lieu of a Medallion Signature Guarantee provided by one of the eligible guarantor.