

Ford Interest Advantage Ownership Change Requirements Guide

INVESTORS: Please contact Investor Services at 1-800-462-2614, Monday-Friday 8:30 AM-7:00 PM ET to request assistance and instructions. The attached matrix is intended to provide guidance when gathering the necessary documents and signatures for an ownership change to your Ford Interest Advantage.

	Ownership Type	Change Form Required	Signatures Required	Patriot Act Information (1)	Medallion Signature Guarantee Stamp (2)	Letter of Instruction (3)	Death Certificate (Original or Certified Copy)	Marriage/ Divorce Certificate Or other Court Document	Letters Testamentary or Other Court Document (4)	Trust Agreement	W-9 Form www.irs.gov
Individual Ownership Change	Add Owner(s)	Yes	Yes, Current Owner and Additional Owner(s)	Yes	Yes, Current Owner	-	-	-	-	-	-
	Name Change of Owner	Yes	Yes, Old and New Signatures	-	-	Yes	-	Yes	-	-	-
Joint Ownership Change	Add Individual Owner(s)	Yes	Yes, Current Owners	Yes	Yes, Current Owner	-	-	-	-	-	-
	Remove Secondary Owner(s)	Yes	Yes, Current Owners	-	Yes, All Owners	-	-	-	-	-	-
	Name Change of Owner(s)	Yes	Yes, Old and New Signatures	-	-	-	-	Yes	-	-	-
	Remove Name of Deceased Owner (Primary Owner)	Yes	Yes, All Remaining Owners	-	Yes	Yes	Yes	-	Yes	-	Complete W-9 for New Primary Owner
	Remove Name of Deceased Owner [Secondary Owner(s)]	Yes	Yes, All Remaining Owners	-	-	Yes	Yes	-	-	-	-
Custodial Change	Change Custodian (when Custodian is resigning)	Yes, from resigning Custodian	Resigning Custodian and New Custodian	Yes	Current and Resigning Custodian	-	-	-	Yes if originally court appointed.	-	-
	Change Custodian (due to death of Custodian)	Yes	New Custodian	Yes	New Custodian	-	Yes	-	Yes	-	-
	Change to Individual Ownership from UGMA (minor reached age of majority)	Yes, from Minor	Custodian and Minor	Yes	Custodian and Minor	Custodian and Minor	-	Birth Certificate or current Driver's License	-	-	-
	Change to the Estate of the Deceased Minor	Yes	Custodian	Yes	Custodian	Custodian	Yes	-	Yes	-	-
Trust Ownership Change	Add Owner to Trust (Amended Trust)	Yes	Current and New Trustee(s)	Yes	Existing Trustee	-	-	-	-	First three and last three pages of trust agreement reflecting new Trustee(s) and any Successor Trustee(s).	-
	Remove a Trustee from a Trust	Yes	Current Trustees	-	Current Trustees and Trustee(s) being removed.	-	Yes, if Trustee being removed is deceased.	-	-	-	-
	Change to Trust Ownership from Individual or Joint Ownership	Yes	Current Owners	Yes	No, if no change in current owners; Yes, if change in owners.	-	Yes, if owner is deceased	-	-	First three and last three pages of trust agreement reflecting new Trustee(s) and any Successor Trustee(s).	Yes

Documentation Definitions:

(1) Patriot Act Information: See Page 3 of the Change Form for full details.

(2) Medallion Signature Guarantee Stamp from a financial institution verifying your signature.

(3) Letter of Instruction: Letter containing note holder's name, note number and written request of specified changes to make to change the ownership type of the note.

(4) Letters of Testamentary: Certified court issued documents indicating legal executorship. Small Claims Affidavit: Document issued when the total assets fall under the dollar limit set by state statutes.