



Investor Registration Change Form Instructions
Connecticut State Treasurer's Short-Term Investment Fund

1. **STIF Account #** is the account number assigned to your account for STIF transactions. For opening of new account(s), please use the Investor Registration New Account Form. For changes to your existing account(s), please use the Investor Registration Change Form and check the appropriate box at the top of that form.
2. **Date** is the date on which the form is completed.
3. **Organization Name** is the name of your governmental unit (e.g., town/city name or state agency name).
4. **STIF Account Name** is the name that the investor wants assigned to the account. This name may reflect the purpose for which funds are being invested (e.g., General Fund).
5. **Address** is the mailing address where the investor wants STIF correspondence directed. Please include street or post office box number, city and zip code.
6. **Phone Number** is the telephone number at which an authorized person can be reached regarding STIF transactions.
7. **FAX number** is the FAX number at which an authorized person can be reached regarding STIF transactions.
8. **Contact Person and Email** to receive STIF correspondence, reports, and statements.
9. **Individuals authorized to conduct STIF transactions** - print/type name, original signature, email/phone and official title.
10. **On-Line access and linking of on-line accounts** - Standard on-line access maybe granted for each individual authorized to transact on the account. Investors will be issued unique password and user name. Please call a STIF Administration at 860-702-3118 who will work directly with each individual to establish on-line access.
11. **Interest Instructions** - Indicate whether you want the interest distributed in the form of a check, automatically reinvested to your STIF account or wired into another STIF account.
12. **Authorized Officer** is the individual who is authorizing persons to conduct STIF transactions. Please provide an original signature. One signature is required to change information. Two signatures are required to change or add bank information.

PLEASE NOTE—CHANGES TO STIF ACCOUNT'S BANKING INSTRUCTIONS SHOULD BE COMPLETED USING "Investor Registration Bank Instructions Change Form" (Exhibit B-2).

Please attach additional pages if necessary. Should you have any questions about this form, please contact the STIF Administration Unit (860) 702-3118.