

EXHIBIT    A (New) ☐    C (New) ☐    U (Change) ☐

Client Name	Account Type	Account Number	Advisor Code
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## Annual Fee

The fees will be charged quarterly in advance, meaning that every quarter's fees will be charged before the subsequent quarter, based on the account value on the last day of the preceding quarter. If the account is opened or closed at any time other than the first or last day of a calendar quarter, as the case may be, the fees will be a prorated amount representing the time the account was open. Capita fees may cover the sub-advisor cost as in an Exhibit (A). The sub-advisor costs may be charged in addition to the Capita annual fee as in an Exhibit (C). Fees generally range from 1% to 1.75% annually\*. Capita may negotiate fees at its discretion. Capita generally directly debits client fees. However, clients have the option to be billed.

## Office Use Only

SHD SRC:

SRC:

CLS:

SRV:

No Change

Exhibit A Fee		Exhibit C Fee		New Money			No New Money
Annual Fee: _____ <input type="checkbox"/> No Change		Capita Annual Fee:  Sub Advisor Fee Range* 0.08% to 0.66% <input type="checkbox"/> No Change	Positions/ACATS/LPOA Permission To Liquidate?  <input type="checkbox"/> Yes <input type="checkbox"/> No	Cash <input type="checkbox"/>	Other _____	<input type="checkbox"/>	
Funding Order	Strategy Name	Initial Investment Amount	Notes				
1							
2							
3							
4							
5							
6							
7							
8							

\_\_\_\_\_  
Client Signature (Required for A & C)\_\_\_\_\_  
Client Name (print)\_\_\_\_\_  
Date\_\_\_\_\_  
Joint Client Signature\_\_\_\_\_  
Joint Client (print)\_\_\_\_\_  
Date\_\_\_\_\_  
Investment Advisor Representative Signature\_\_\_\_\_  
Investment Advisor Representative (print)\_\_\_\_\_  
Date\_\_\_\_\_  
Officer/Delegate Signature\_\_\_\_\_  
Officer Name (print)\_\_\_\_\_  
Date

## Advisor/Trade Desk Communication (Office Use Only)

## Quality Control (Internal Use Only)

Distributions Sleeve: _____		+/- Sleeve: _____	
Contributions Sleeve: _____		Up to Dollar Amount: _____	

Exhibit Type	<input type="checkbox"/>	Require Client Signature	
Payout Code	<input type="checkbox"/>	Bond SMA?	<input type="checkbox"/>
Fee	<input type="checkbox"/>	Account #	<input type="checkbox"/>
Funding	<input type="checkbox"/>	Account Type	<input type="checkbox"/>
Strategy Check	<input type="checkbox"/>	Fee Change?	<input type="checkbox"/>

\*Fees for private or alternative investments are established by third parties and may vary from the estimated sub advisor fee range.

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Advisory Services offered through Capita Financial Network LLC., a SEC Registered Investment Advisor

Quality Control Completed \_\_\_\_\_

Last Updated on 4/3/2025