

# Account Maintenance Form

Use this form to make changes to your existing accounts(s) with Voya Investment Management. Please only complete the applicable sections that need updating. Please read the applicable funds prospectus for complete information about requirements and procedures for account options. Some options on this form may not be permitted for your account.

Voya Investment Management, P.O. Box 534480, Pittsburgh, PA 15253-4480 Phone: (800) 992-0180

Overnight address: Voya Investment Management, Attention: 534480, 500 Ross Street 154-0520, Pittsburgh, PA 15262

## Current Account Information

\_\_\_\_\_

Fund Name or Number

\_\_\_\_\_

Account Number

\_\_\_\_\_

Social Security / Tax ID Number

\_\_\_\_\_

Daytime Telephone Number

\_\_\_\_\_

First Name, Middle Initial, Last Name

\_\_\_\_\_

Additional Names/Entity

## 1 Mailing Address Change

Provide new mailing address below. If your address change is in relation to a returned mail stop removal, please include a current utility bill or driver's license.

\_\_\_\_\_

Mailing Address

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

Zip Code

## 2 Bank Account Information

Please complete this section to add, change, or remove the existing bank account information on your account. Please obtain a Medallion Signature Guarantee or include the first page of bank statement or preprinted check reflecting the bank account holder(s). A MSG is required for a redemption within 30 days

Select One:     Add     Change     Remove

Type of Account (Select one):     Checking Account     Savings Account

\_\_\_\_\_

Name of Account Holder(s)

\_\_\_\_\_

Attention

\_\_\_\_\_

Bank Name

\_\_\_\_\_

ABA Routing Number\*

\_\_\_\_\_

Bank Phone Number

\_\_\_\_\_

Account Number

\*The ABA routing number can be found in the lower left corner of your personal check. The account number is just to the right of that ABA number. If you have online banking, your bank will be able to provide easy access to the ABA number once you are logged into your account.

## 3 Name Change

Please complete the information below and include a certified copy of one of the following along with a state issued driver's license or passport

- Court document authorizing the name change with court stamp
- Marriage Certificate
- Divorce Decree with court stamp

My name has changed and needs to be updated on my account. It is hereby certified that:

\_\_\_\_\_

Old Name

and

\_\_\_\_\_

New Name

are One and the Same Person.



## 8 Transfer on Death Beneficiary

Complete this section to change the beneficiary(ies) on your existing non-retirement Transfer on Death (TOD) account. Please include a separate sheet if you are changing more than two beneficiaries.

### Beneficiary 1

Beneficiary Name \_\_\_\_\_ Date of Birth (mm/dd/yyyy) \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Address \_\_\_\_\_ City, State \_\_\_\_\_ Zip Code \_\_\_\_\_ Share % \_\_\_\_\_

### Beneficiary 2 (if applicable)

Beneficiary Name \_\_\_\_\_ Date of Birth (mm/dd/yyyy) \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Address \_\_\_\_\_ City, State \_\_\_\_\_ Zip Code \_\_\_\_\_ Share % \_\_\_\_\_

## 9 Interested Party Mail

I wish to have my duplicate confirmation statements sent to the Interested Party listed below.

Special Payee or Interested Party \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

## 10 Cost Basis Election

Internal Revenue Service regulations require security issuers to determine the adjusted cost basis for securities sold or redeemed, the nature of the gain or loss, and to report the information on Form 1099-B. We provide several IRS-approved methods for determining your cost basis — each with different tax implications. Please consult your tax professional to determine which method should be considered for your individual tax situation.

If you would like to use the Average Cost method (depletes tax lots on a first in, first out basis with the cost basis calculated by multiplying the shares redeemed by the average cost per share), you do not need to do anything. Your account will default to that option unless you select another method.

If you would like to select a method other than Average Cost, select one of the following options as the tax lot relief method to be used. Your election may be changed at any time prior to or at the time of each redemption. Cost Basis elections are only applicable on non-retirement accounts.

- |  |   |
|--|---|
| <input type="checkbox"/> FIFO: First in, first out method depletes tax lots in the chronological order in which they were acquired (i.e., oldest shares are first redeemed). | <input type="checkbox"/> HILT: Long term highest cost available shares will be redeemed first.  |
| <input type="checkbox"/> LIFO: Last in, first out method first redeems the newest available shares purchased.  | <input type="checkbox"/> HIST: Short term highest cost available shares will be redeemed first. |
| <input type="checkbox"/> HIFO: Highest cost available shares will be redeemed first.   | <input type="checkbox"/> LILT: Long term lowest cost available shares will be redeemed first.   |
| <input type="checkbox"/> LOFO: Lowest cost available shares will be redeemed first.  | <input type="checkbox"/> LIST: Short term lowest cost available shares will be redeemed first.  |
|  | <input type="checkbox"/> Specific Lot Depletion   |

## 11 Voya Purchase Options

### Rights of Accumulation (Only available for Class A shares):

I apply for Rights of Accumulation reduced sales charges based on the following Voya fund accounts.

Fund(s)	Voya Account Number or Social Security Number
_____	_____
_____	_____
_____	_____

### Letter of Intent:

- I agree to the Letter of Intent provisions in the Fund's current Prospectus and Statement of Additional Information.

During the 13-month period, I plan to invest at least \$ \_\_\_\_\_, or a dollar amount of at least:

- \$50,000       \$100,000       \$250,000       \$500,000       \$1,000,000

## 12 Special Purchase Without a Sales Charge

- I/We declare that the investment referenced herein is exempt from the imposition of the normal front-end sales charge for the reason(s) listed below (please refer to the Sales Charges section of the Prospectus):

\_\_\_\_\_  
This privilege will only be granted upon confirmation of your entitlement.

## 13 Telephone Exchange and Expedited Redemption Privileges

**Telephone Exchange Privilege** — If accepted, accounts must have the same account information, options and class of shares. Unless you decline this privilege by checking the box below, you will automatically be assigned it.\*

- I/The Entity declines telephone exchange privilege. (See How to Exchange Shares section of Prospectus for procedures.)  
 I/The Entity elect telephone exchange privilege. (See How to Exchange Shares section of Prospectus for procedures.)

**Expedited Redemption Privilege** (non-retirement accounts only) — I/ The Entity will automatically be assigned the ability to request, via telephone, that redemption proceeds be sent to the address of record unless the Trustees/Authorized Signers, on behalf of the Entity: (1) opt to have redemption proceeds directly deposited into a bank account by checking the first box, below; or (2) decline the Expedited Redemption Privilege by checking the second box below.\*

- I/The Entity wishes to redeem shares by telephone and request that the proceeds be directly deposited into the bank account listed in Section 8.  
 I/The Entity declines telephone redemption, and does not want this privilege. (See How to Sell Shares section of Prospectus for procedures.)

\* Voya is authorized to act upon instructions received from a Trustee/Authorized Signer who can provide personal identification information as it appears in Voya's records. Voya will employ reasonable procedures to confirm that instructions communicated over the telephone are genuine. The Funds and their agents will not be liable for any loss, injury, damage, or expense incurred as a result of instructions communicated by telephone reasonably believed to be genuine. By accepting this privilege, the Entity agrees to hold the Funds and their agents harmless from any loss, claims, or liability arising from their compliance with such instruction. Telephone exchange and expedited redemption privileges are subject to the terms and conditions set forth in the Prospectus and each Fund's Statement of Additional Information.

## 14 Consent to Receiving Electronic Documents

By providing an email address as indicated below, the Trustees/Authorized Signers, on behalf of the Entity, consent to receiving electronic documents and notices applicable to the Entity. These include, but are not limited to, summary prospectuses, prospectuses, prospectus supplements, periodic reports, statements, confirmations, privacy notices and other notices and documentation in electronic format when available, instead of receiving paper copies of these documents by U.S. mail. The Trustees/Authorized Signers, on behalf of the Entity, consent to receive in electronic format any additional documents capable of electronic delivery in the future.

Important Information Concerning Electronic Delivery:

- You, or if you act on behalf of an entity, the Trustees/Authorized Signers confirm that the authorized persons have internet access and an active email account to receive information electronically.
- There is no charge for electronic delivery (although an internet provider may charge for internet access).
- After receipt of this Account Application, the Entity's authorized persons will send an email to confirm the provided email address is correct. If the Entity's authorized persons are not able to confirm an email address or Voya Investment Management has reasonable suspicion that an email address is incorrect, Voya Investment Management will not activate the subscription for electronic delivery and will deliver paper copies of a Fund's documents.
- Please update your email filters as appropriate, as they may prevent email notifications from being received.
- Not all documentation and notifications may be available in electronic format.
- If the email address changes after the subscription process, notification must be sent to Voya Investment Management.
- Electronic delivery will be cancelled if emails are returned undeliverable.
- This consent will remain in effect until revoked. The Entity's authorized persons may revoke this consent and/or request paper copies of documents delivered electronically at any time for no charge.

Please call (800) 992-0180 or visit the Voya Investment Management website at [www.voyainvestments.com](http://www.voyainvestments.com) if you would like to revoke your consent, wish to receive a paper copy of a document, or need to update your email address.

Email Address: \_\_\_\_\_

Electronic delivery document notifications will be provided to only one email address. Any email provided above will override any existing email address, if applicable.

## 15 Dealer Information

Please complete this section to change the registered securities dealer on your account. This section should be completed by your registered securities dealer.

\_\_\_\_\_  
Dealer Name

\_\_\_\_\_  
Representative Number

\_\_\_\_\_  
Representative Name (First, Middle Initial, Last)

\_\_\_\_\_  
Branch Address

\_\_\_\_\_  
Branch Number

\_\_\_\_\_  
Representative Phone Number

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

## 16 Signature(s)

I have read the Prospectus for the Fund(s) and the applicable terms herein for those privileges that I have chosen on this form. I agree and understand that neither any Fund nor any service provider to the Funds will be liable for any loss, cost, expense or other liability arising out of any instructions transmitted by telephone, electronically, in writing or by any other means believed by the Fund or service provider to be genuine and in accordance with procedures described in the relevant prospectus and/or statement of additional information, including liabilities arising from fraudulent use of the signature of an authorized signer, whether any such signature be authentic or forged, or from any instructions purportedly from an authorized signer which are fraudulent, signed or otherwise. I further understand that I must carefully review each account confirmation statement or other documentation of transaction that I receive to ensure that my instructions have been properly acted upon. If any discrepancies are noted, I agree to notify Voya, the Fund or the Transfer Agent or the Sub-Transfer Agent in a timely manner, but in no event more than 15 days from receipt of such account confirmation statement or documentation of transaction. Failure to notify one of the above entities in a timely manner will relieve such entities of any liability with respect to the transaction and any discrepancy. See Exchange Privileges and Restrictions and Expedited Redemption sections of the Prospectus for procedures.

FOR CALIFORNIA RESIDENTS: Section 1513.5 of the California Code of Civil Procedure requires we notify you that if there is no activity in your account within the time period specified under applicable state law, your account may be liquidated and the value transferred to the appropriate state.

FOR CORPORATIONS, PARTNERSHIPS OR TRUSTS: I/We hereby certify that each of the persons listed below has been duly elected, and is now legally holding the office set forth opposite his/her name and has the authority to make this authorization. Please print titles below if signing on behalf of a corporation or partnership to establish these options. Additional documentation may be required. Please call our Shareholder Servicing Agent at (800) 992-0180 for further instructions.

### Withholding Information (Substitute Form W-9)

Under the Interest and Dividend Tax Compliance Act of 1983, the Fund(s) is (are) required to have the following certification: Under the penalties of perjury I certify by signing this Account Application as provided below that:

- (1) The number shown in Section 1 of this Account Application is the correct Tax Identification Number (or I am waiting for a number to be issued to me), and
- (2) I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (the "IRS") that I am subject to backup withholding as a result of a failure to report all interest or dividends or (c) the IRS has notified me that I am no longer subject to backup withholding (this paragraph (2) does not apply to real estate transactions, mortgage interest paid, the acquisition or abandonment of secured property, contributions to an individual retirement arrangement and payments other than interest and dividends), and
- (3) I am a U.S. person (this includes U.S. citizens and U.S. resident aliens).

(4) The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

YOU MUST CROSS OUT AND INITIAL PARAGRAPH (2) ABOVE IF YOU HAVE BEEN NOTIFIED BY THE IRS THAT YOU ARE CURRENTLY SUBJECT TO BACKUP WITHHOLDING BECAUSE OF UNDER-REPORTING INTEREST OR DIVIDENDS ON YOUR TAX RETURN.

In addition, the Fund hereby incorporates by reference into this section of the Account Application either the IRS instructions for Form W-9 or the substance of those instructions, whichever is attached to this Account Application.

\_\_\_\_\_  
Account Owner/Trustee/Authorized Signer

\_\_\_\_\_  
Title (if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Account Owner/Trustee/Authorized Signer

\_\_\_\_\_  
Title (if applicable)

\_\_\_\_\_  
Date

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Account Maintenance Form 2025v1.0.indd

INVESTMENT MANAGEMENT

voyainvestments.com

