

## CONTACT INFORMATION

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HIGHSTREET

**Step 1** Educate Yourself • **Step 2** Take Responsibility • **Step 3** Make the Commitment • **Step 4** Feel Confident

*Joining Highstreet is easy and straightforward. Getting started in 4 steps is designed to simplify the process of becoming a client by educating you about our firm, helping you understand your tolerance for risk, assisting you in the paperwork process to establish an account and making you feel confident that you made the right choice through effective communication.*



CONTACT SHEET INSTRUCTIONS

Disclosing personal information is critical in establishing a relationship with Highstreet. Please complete the form and submit to marketing@highstreet.us or fax to 813.910.2501. If you have any questions please call us at 813.910.2500.

PRIMARY

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ SSN \_\_\_\_ / \_\_\_\_ / \_\_\_\_ E-mail \_\_\_\_\_

Drivers License # \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Employer \_\_\_\_\_ Type of Business \_\_\_\_\_

Are you a U.S. Citizen or Permanent Resident?  Yes  No Country of Citizenship? \_\_\_\_\_

Non U.S. Citizens: Do you hold a current U.S. Immigration Visa?  Yes  No

Specify Type \_\_\_\_\_ Passport # \_\_\_\_\_ Expiration \_\_\_\_ / \_\_\_\_ / \_\_\_\_

SECONDARY

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ SSN \_\_\_\_ / \_\_\_\_ / \_\_\_\_ E-mail \_\_\_\_\_

Drivers License # \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Employer \_\_\_\_\_ Type of Business \_\_\_\_\_

Are you a U.S. Citizen or Permanent Resident?  Yes  No Country of Citizenship? \_\_\_\_\_

Non U.S. Citizens: Do you hold a current U.S. Immigration Visa?  Yes  No

Specify Type \_\_\_\_\_ Passport # \_\_\_\_\_ Expiration \_\_\_\_ / \_\_\_\_ / \_\_\_\_

CORPORATE (if applicable)

Company \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email \_\_\_\_\_ Tax ID (EIN) \_\_\_\_\_ - \_\_\_\_\_

Were you referred by an Ambassador?  Yes  No Ambassador Name \_\_\_\_\_



FINANCIAL

How many Accounts do you have? \_\_\_\_\_ CORE 150 CORE 20

Type of Account \_\_\_\_\_ Account Size *Select*  Above \$150,000  Below \$150,000

Type of Account \_\_\_\_\_ Account Size *Select*  Above \$150,000  Below \$150,000

Type of Account \_\_\_\_\_ Account Size *Select*  Above \$150,000  Below \$150,000

*\* Please provide a copy of your latest brokerage statements.*

COMMUNICATION

Where would you like to be contacted for all correspondence? *Please check one:*  Office  Home

Preferred form of communication: *Please check one:*  E-mail  U.S. Mail  Fax

Is there a person at your office that can accept and pass on CONFIDENTIAL information:  Yes  No

What is that person's name? \_\_\_\_\_ Relationship: \_\_\_\_\_

HIGHSTREET INVESTMENT PROGRAM	INTERNAL USE ONLY
<input type="checkbox"/> CORE 150 Growth (MP5)	<input type="checkbox"/> CORE 20 Growth (MP5)
<input type="checkbox"/> CORE 150 Balanced (MP4)	<input type="checkbox"/> CORE 20 Balanced (MP4)
<input type="checkbox"/> CORE 150 Income (MP3)	<input type="checkbox"/> CORE 20 Income (MP3)

PRIVACY POLICY AND DISCLOSURE

Disclosing your personal information allows Highstreet to customize our relationship by determining the proper investment program that fits your goals and objectives and type of on-going communication that you prefer.

1. We collect personal information in the normal course of business in order to administer your accounts and serve you better.
  - Application and registration information: We collect information that you provide to us when you open an account. The information we collect may include name, address, phone number, e-mail address, social security number, information about your interests, investments and investment experience.
  - Transaction information: Once you have an account with us, to administer your account and better serve you, we collect and maintain personal information about your transactions, including balances, positions, and history, and may include your name or other data in an internal client list that reflects your activities at Highstreet.
  - Regulatory Information: We use your personal information to fulfill our regulatory obligations, inform, and to help us deliver the best possible service to you.
2. We do not disclose personal information to third parties, unless the following limited exception applies.
  - Disclosure: We may disclose or report personal information in limited circumstances where we believe in good faith that disclosure is required or permitted under law, for example, to cooperate with regulators or law enforcement authorities. Outside of these exceptions, we will not share your personal information with third parties unless you have specifically asked us to do so.

Disclosure Acknowledgement: The personal information I have disclosed in this Contact Information document is current and accurate. If my personal information changes I will promptly notify the firm.

Name \_\_\_\_\_ Signature \_\_\_\_\_