



# LETTER OF INSTRUCTION

**Do not use this form to request a distribution from your retirement account, rather complete and return an IRA Distribution Form. Use this form for specific account requests. If required, there is a designated section on this form for a Medallion Signature Guarantee Stamp. Please print in CAPITAL LETTERS and use black ink.**

Please refer to the Northern Funds Prospectus for a list of situations that require a Medallion Signature Guarantee, or contact the Northern Funds Center at **800-595-9111**. To obtain additional forms or to complete this form online, visit us at **northerntrust.com/funds**

For assistance in completing this request, please contact the Northern Funds Center at **800-595-9111** weekdays from 7:00 a.m. to 5:00 p.m. Central time. **Please mail completed form to:** Northern Funds, P.O. Box 75986, Chicago, IL 60675-5986 (standard mail) or Northern Funds, 333 South Wabash Avenue, Dept. W-38, Chicago, IL 60604 (overnight delivery) or fax your request: **312-557-0411**.

## 1 INSTRUCTIONS

I (We), the undersigned, hereby request the following:

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## 2 SIGNATURE(S)

NAME PRINTED RELATIONSHIP TO ACCOUNT

PHONE NUMBER ACCOUNT NUMBER SOCIAL SECURITY NUMBER

SIGNATURE DATE

NAME PRINTED RELATIONSHIP TO ACCOUNT

PHONE NUMBER ACCOUNT NUMBER SOCIAL SECURITY NUMBER

SIGNATURE DATE

I (we) agree that Northern Funds or any of its subsidiaries, affiliates, officers, directors, or employees will not be liable for any losses, claim expense, or cost and agree to indemnify the same from any losses and damages, for acting upon any instructions or inquiries, including telephone redemptions and exchanges, believed genuine. This authorization shall continue until the fund receives notice of modification signed by all amended from time to time. All terms shall be binding upon heirs, representatives and assignees of the account owners.

I (we) acknowledge that I (we) understand past performance is not indicative of future returns.

**3** MEDALLION SIGNATURE GUARANTEE(S)

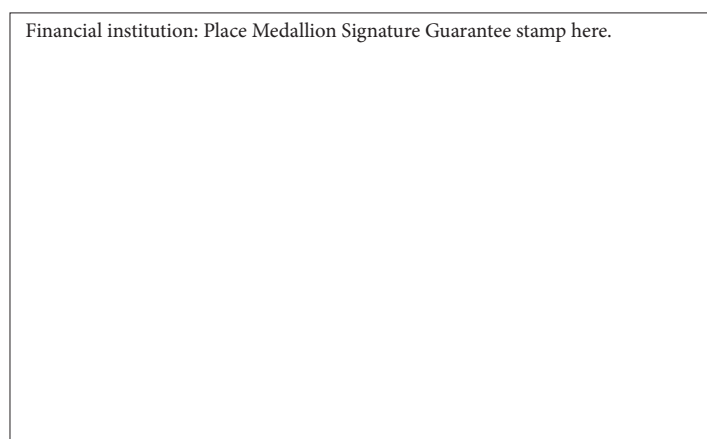
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To protect you and Northern Funds against fraud, your signature(s) must be guaranteed or validated by any “eligible” financial institution. Eligible financial institutions include commercial banks, trust companies, saving associates and credit unions as defined by the Federal Deposit Insurance Act. Also included are member firms of a domestic stock exchange. You should verify with the institution that they participate in the Medallion Signature Guarantee Program.

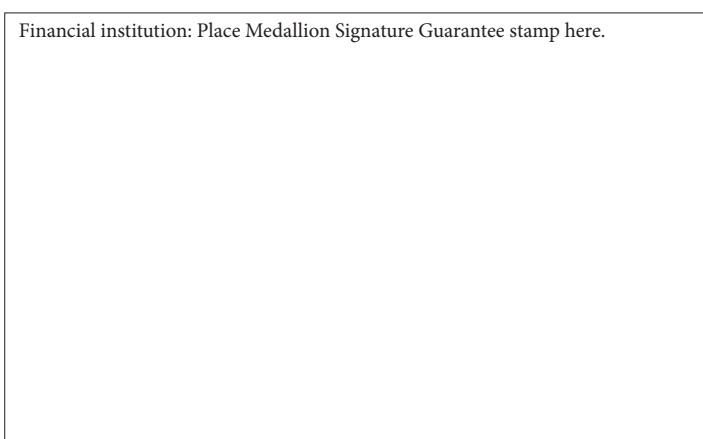
**A MEDALLION SIGNATURE GUARANTEE IS REQUIRED IF ANY OF THE BELOW SITUATIONS APPLY:**

- Payment is equal to or greater than \$100,000
- Electronic payment is to a bank account not on file
- The payment recipient is someone other than the account owner
- Payment is being sent to an address that is different from the address of record
- Funds are being transferred to another Northern Funds account that is not registered to the account owner

Financial institution: Place Medallion Signature Guarantee stamp here.



Financial institution: Place Medallion Signature Guarantee stamp here.



**IMPORTANT INFORMATION**  
**You may obtain a Medallion Signature Guarantee stamp from a participating bank or brokerage firm where you hold an account.**