

## Important information about this form:

- Fill out this form to make changes to your investment strategy in your Oregon College Savings Plan account.
- You can make changes to your investment strategy up to twice per calendar year, or when you change the Beneficiary of the account to a qualified “Member of the Family.”
- An investment change to or from an account in another Plan in the network for the same Beneficiary will be considered a change among investment portfolios for the purposes of this restriction.
- All investment strategy changes submitted at the same time would be counted as one strategy change.
- When you transfer money FROM an investment option, there’s a \$5 withdrawal minimum per portfolio. Unless you decide to withdraw all the funds from a portfolio, you can withdraw up to 95% of the portfolio’s balance or leave a balance of at least \$5.
- When you transfer money TO an investment option, there’s a \$5 contribution minimum to each separate portfolio you select.
- It can take up to 10 business days for the investment change to process.
- A notary signature is required for an Entity account or an account for which the individual completing the form is acting in a legal capacity as a representative of the Account Owner (**Step 4**).
- Make sure you use black ink. Type or print clearly in capital letters.

## Need help?

Give us a call Monday – Friday  
from 6am – 5pm PT at

**1-866-772-8464**

Individuals with speech or hearing disabilities may dial 711 to access Telecommunications Relay Service (TRS) from a telephone or TTY.

## Mail the form to:

Oregon College Savings Plan  
P.O. Box 534440  
Pittsburgh, PA 15253- 4440

## Overnight Mail:

Oregon College Savings Plan  
Attention: 534440  
500 Ross Street, 154-0520  
Pittsburgh, PA 15262

## Fax

833-286-8172

## 1 Account information

\_\_\_\_\_  
Name of Account Owner (First and last)

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Account Owner's Social Security or Taxpayer Identification Number

\_\_\_\_\_  
Account number  
(Your account number may be 12 or 13 digits)

## 2 Investment change instructions

These changes apply to the assets currently in your account; it will not change your allocation instructions for future contributions. In the "Reallocate funds FROM" section, please indicate the investment option with the corresponding dollar amount from which you are reallocating assets. In the "Reallocate funds TO" section, please indicate the investment option with the corresponding amount to which you are reallocating assets. If you'd like to complete reallocations from more than 3 portfolios, please submit multiple copies of this page of this form. All reallocations will be processed together and will only count as one investment change.

Please refer to the **Plan Disclosure Booklet** for a list of available investment options.

Please clearly print the portfolio name, code and amount you'd like to contribute below. Reference the **Portfolio Options Appendix** at the end of this form for a list of all portfolio names and codes.

## Reallocation #1

### **A** Move funds FROM the following

\_\_\_\_ Portfolio name

Select one:

Partial amount

Liquidate this portfolio in full

\$ \_\_\_\_\_

### **B** Move funds TO the following option:

\_\_\_\_ Portfolio name \_\_\_\_\_ %  
Code Portfolio name Percent

\_\_\_\_ Portfolio name \_\_\_\_\_ %  
Code Portfolio name Percent

\_\_\_\_ Portfolio name \_\_\_\_\_ %  
Code Portfolio name Percent

Total = 100%

## Reallocation #2

**A** Move funds FROM the following

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name

Select one:

Partial amount

Liquidate this portfolio in full

\$ \_\_\_\_\_ , \_\_\_\_\_ . \_\_\_\_\_

**B** Move funds TO the following option:

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name                      \_\_\_\_\_ %  
**Code**                      **Portfolio name**                      **Percent**

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name                      \_\_\_\_\_ %  
**Code**                      **Portfolio name**                      **Percent**

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name                      \_\_\_\_\_ %  
**Code**                      **Portfolio name**                      **Percent**

Total = 100%

## Reallocation #3

**A** Move funds FROM the following

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name

Select one:

Partial amount

Liquidate this portfolio in full

\$ \_\_\_\_\_ , \_\_\_\_\_ . \_\_\_\_\_

**B** Move funds TO the following option:

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name                      \_\_\_\_\_ %  
**Code**                      **Portfolio name**                      **Percent**

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name                      \_\_\_\_\_ %  
**Code**                      **Portfolio name**                      **Percent**

\_\_\_\_ Code                      \_\_\_\_\_ Portfolio name                      \_\_\_\_\_ %  
**Code**                      **Portfolio name**                      **Percent**

Total = 100%

### 3 Sign the form

By signing this form, I authorize the investment change of funds from my current investment portfolio(s) in **Step 2** to the investment portfolio(s) as indicated. I certify and understand the following:

- An investment change of funds among investment portfolios for my account can only be requested twice per calendar year.
- I authorize the investment change of assets in my account per my instructions in **Step 2**.
- If I am making contributions by payroll deduction or monthly transfer, I understand that those recurring contributions will continue into my previously designated investment portfolio(s) unless updated by me.
- I understand that if I set up an online gifting page, gift contributions made to this account will continue being made to the investment portfolio I designated when setting up the page, unless updated by me.
- I understand that this investment change of funds will become effective upon the Plan's receipt of this form in good order.
- I certify that I am the Account Owner, or can provide a notarization acknowledgement to have the authority to act as the Account Owner.

\_\_\_\_\_  
Signature of Account Owner/Custodian/Authorized Representative  
of Entity

\_\_\_\_\_  
Date (mm/dd/yyyy)

## 4 Notarization acknowledgement

**Keep in mind that:**

- You're providing the following information as underwritten certification that your signature is genuine.
- You cannot guarantee your own signature. You may be required to provide proof of your authority to act on behalf of the Account.

**Only sign if you are in the presence of a notary public or other officer providing notarization.**

The undersigned has read the foregoing in its entirety before signing. IN WITNESS WHEREOF, I have hereunto

set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Day (#) Month Year

\_\_\_\_\_  
Signature of Beneficiary or Authorized Legal Representative

State of \_\_\_\_\_, County of \_\_\_\_\_

This instrument was acknowledged before me

physical presence     online notarization

on \_\_\_\_\_  
Date (mm/dd/yyyy)

by \_\_\_\_\_  
Name of person (First and last)

My term expires: \_\_\_\_\_  
Date (mm/dd/yyyy)

**Notary Public (Seal)**

\_\_\_\_\_  
Signature of Notary Public

## Appendix – Oregon College Savings Plan Portfolio Options

For descriptions and details about all of these portfolio options, please go online to [www.OregonCollegeSavings.com](http://www.OregonCollegeSavings.com) or see the **Plan Disclosure Booklet** for important information including descriptions, details, and risks about the investment options before making a decision.

### College Enrollment Year

Code	Portfolio Name
ORC42	Enrollment Year 2042
ORC41	Enrollment Year 2041
ORC40	Enrollment Year 2040
ORC39	Enrollment Year 2039
ORC38	Enrollment Year 2038
ORC37	Enrollment Year 2037
ORC36	Enrollment Year 2036
ORC35	Enrollment Year 2035
ORC34	Enrollment Year 2034
ORC33	Enrollment Year 2033
ORC32	Enrollment Year 2032
ORC31	Enrollment Year 2031
ORC30	Enrollment Year 2030
ORC29	Enrollment Year 2029
ORC28	Enrollment Year 2028
ORC27	Enrollment Year 2027
ORC26	Enrollment Year 2026
ORC25	Enrollment Year 2025
ORC24	Enrollment Year 2024
ORC23	Enrollment Year 2023
ORC22	Enrollment Year 2022
ORC21	Enrollment Year 2021
ORC20	Enrollment Year 2020
ORC19	Enrollment Year 2019
ORC18	Enrollment Year 2018

### Static Portfolios

Code	Portfolio Name
ORCCO	Target Risk – Conservative
ORCMO	Target Risk – Moderate
ORCAG	Target Risk – Aggressive
ORCDU	Diversified U.S. Equity
ORCDI	Diversified International Equity
ORCDF	Diversified Fixed Income
ORCIN	Diversified Inflation Protection
ORCBI	Balanced Index
ORCSC	Social Choice Balanced
ORCSF	Short-Term Fixed Income Index
ORCUE	U.S. Equity Index
ORCIE	International Equity Index
ORCFI	Fixed Income Index
ORCXX	FDIC-Insured Option

The investment information on this page has been provided by Sellwood Consulting, the investment advisor for the Oregon College Savings Plan. Before you make a decision, review the Plan Disclosure Booklet to learn about the important details and risks of each investment option.