



THE FLORIDA FOUNDATION

NOTICE TO ELIGIBLE INSTITUTION FORM

Eligible Institution (enter institution name below):

The undersigned Lawyer/Law Firm is establishing an IOTA account in compliance with 5-1.1(g) Rules Regulating The Florida Bar (IOTA Program) for all nominal or short-term funds of clients or third persons that the lawyer has determined cannot practicably be invested for the benefit of the client or third person. Client or third-person trust funds that lawyers or law firms determine can earn income for the individual client or third person, in excess of the costs to secure such income, cannot be deposited into IOTA accounts. For further guidance in determining IOTA eligible funds, visit the website at www.thefloridabarfoundation.org.

The IOTA account must remain in my/our law firm's name and must be labeled as a trust account." The IOTA account must bear the Foundation's Taxpayer Identification Number (see reverse for W-9 Form for IOTA Accounts). IRS Form 1099 is required to be filed for IOTA accounts. IOTA accounts are NOT subject to back-up withholding.

Lawyer/Law Firm Name: _____

IOTA Account Number: _____

You (the Institution) are authorized to open my/our law firm's IOTA account as the highest paying* of the following account types that your institution offers:

A. Interest Checking / Negotiable Order of Withdrawal (NOW) account.

B. Interest Checking/NOW account with Sweep Option and Daily Repurchase Agreement collateralized by United States Government Securities as the investment vehicle. (Due to minimum balance requirements, the sweep option is only available to accounts identified by the Eligible Institution and The Florida Bar Foundation.)

C. Money Market Fund as defined by applicable federal statutes and regulations under the Investment Company Act of 1940, consisting solely of United States Government Securities and with total assets of at least \$250,000,000.00.

***Interest Rate Comparability Requirement.** Eligible institutions shall maintain IOTA accounts which pay the highest interest rate or dividend generally available from the institution to its non-IOTA account customers when IOTA accounts meet or exceed the same minimum balance or other account qualifications, if any. 5-1.1(g) (5)(A) Rules Regulating The Florida Bar Interest or dividends calculated on the balance of the deposited funds in the IOTA account, in accordance with the eligible institution's standard practice for non-IOTA account customers, less Reasonable Service Charges and Fees as defined by the Foundation, if any, must be remitted, at least quarterly, to The Florida Bar Foundation (see Reasonable Service Charges and Fees Policy on reverse). Remittance made via ACH and Electronic Transfer is encouraged.

By (all IOTA account signatories):

Date: _____

(Signature)

(Signature)

(Name)

(Name)

(Signature)

(Signature)

(Name)

(Name)

ELIGIBLE INSTITUTION ACCEPTANCE:

(Authorized Signature)

(Date)

Form **W-9**

Request for Taxpayer
Identification Number and Certification

Give form to the
requester. Do not
send to the IRS

Account Number

Taxpayer I.D. Number **59-1004604**

PAYOR (Bank):

Under penalties of perjury, I certify that:

- The above Tax I.D. Number is correct.
- Exempt from backup withholding
- I am a U.S. person

PAYEE: The Florida Bar Foundation
175 Lookout Place, Suite 100
Maitland, Florida 32751



Signature of U.S. person

**THE FLORIDA BAR FOUNDATION
REASONABLE SERVICE CHARGES AND FEES POLICY
ADOPTED JUNE 23, 1993**

The following charges and fees have been defined as "reasonable" and are the only service charges or fees permitted to be deducted from interest or dividends earned on IOTA accounts:

- ❖ Per check charge¹
- ❖ Per deposit charge¹
- ❖ Fee in lieu of minimum balance
- ❖ Federal deposit insurance fee

Eligible institutions also may recoup special costs for their participation in IOTA through deduction of a reasonable IOTA handling/administrative fee.

¹ This charge includes fees for intra-account transfers between a lawyer's or law firm's accounts at the same institution.

For more information about the IOTA program and the charitable programs it supports, or for assistance in setting up this account, remitting interest or dividends to the Foundation, or handling remittance errors, please visit the Foundation's website at www.thefloridabarfoundation.org or call (407) 960-7000, or (800) 541-2195 (FL), and ask for the IOTA Department.