Investment Change Notification.

Mutual Fund Strategy Change Election Instructions

As notified in the communication dated August 12, 2024 (“Communication”) SEI is making changes to the following SEI Mutual Fund Strategy Families and Strategies: SEI Private Client, Institutional and Domestic (“the Strategy(ies)”).

If you have determined to keep each of your Investors’ Accounts invested in accordance with the updated Strategy allocations, <u>no additional action is required on your part</u>. SEI will update your investors’ accounts to follow the revised Strategy allocations in the timeframes noted in the Communication.

If, for any of your investors’ impacted accounts, you decide not to follow a Strategy’s revised asset allocation and instead wish to retain that account in the current strategy allocation (a “Static Strategy”), please see the election instructions below.

Step 1: Log into seiadvisorcenter.com

Step 2: Review your accounts to determine the best option for your clients:

(A) **Accept** the allocation updates coming in October 2024 (no action needed)
(B) **Reject** the allocation updates and move to a Static Strategy

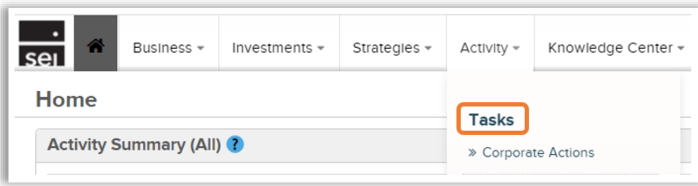
(A) **<u>No election is required</u>** to **accept** the allocations. The task outlined below will be default to “Accept.”

(B) If you choose to **reject** the allocations, your clients’ accounts will be moved to the Static Strategy by the next business day. Proceed to Step 3 to make your election.

Please note:

i. Starting **August 12, 2024**, you will be able to view the estimated tax impact for your clients. Please see page 4, Sample Rebalance, for further instructions.
ii. Static Strategies retain their current target asset allocations indefinitely. Static Strategies will not receive the updated target asset allocation or any other future allocation updates. Static Strategies will continue to rebalance to their static allocations per the standard quarterly schedule. Static Strategies will function as they do today when invest cash or raise cash actions are taken.
iii. If you would like to change to a supported strategy in the future, please see page 5, *Modify Investment Assignment*, for further instructions.
iv. Elections to reject the allocations are due **October 10, 2024**.

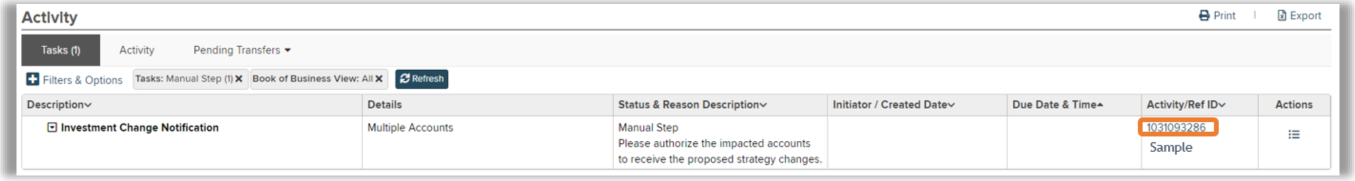
Step 3: From the home page select Activity and then Tasks from the drop down, the Activity page will open in a new tab.



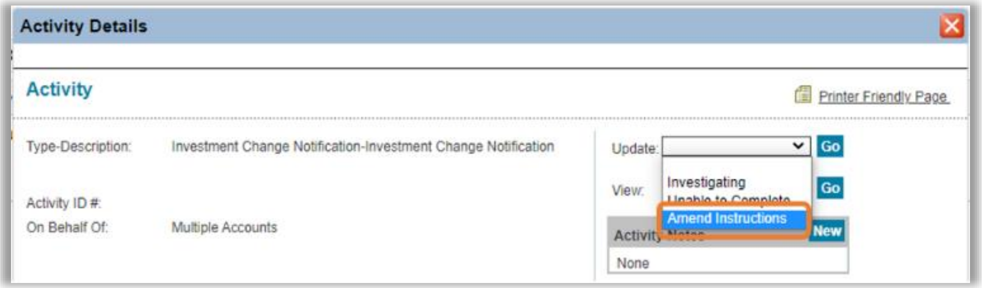
Step 4: Click on the **hyperlinked activity number** in the Activity/Ref ID column in order to take action.

Please Note:

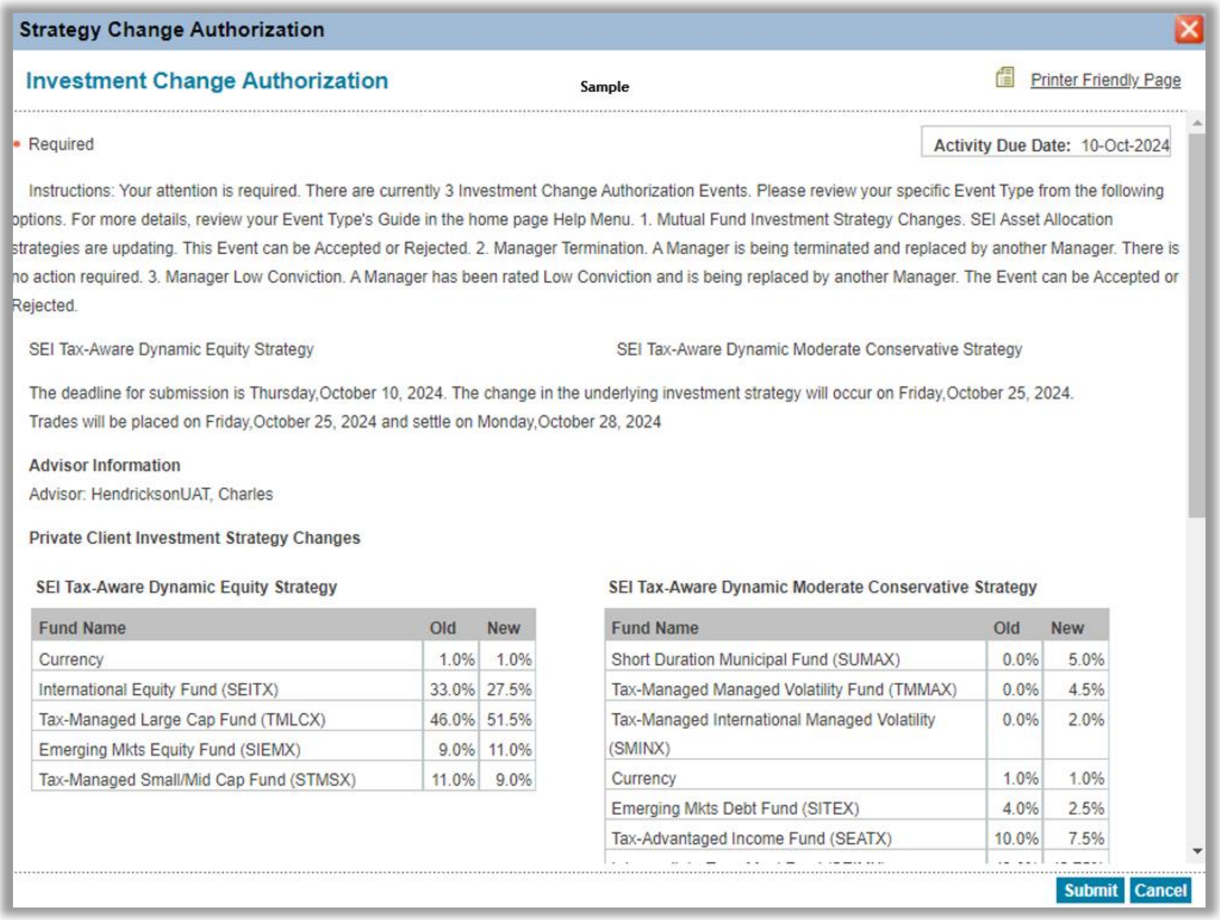
- The primary advisor is the only advisor who can make elections.
- **Do not** click on the menu icon in the Actions column. You will not be able to proceed from there.



Step 5: The Activity Details will open. Select the drop down arrow next to Update, choose Amend Instructions and select Go.

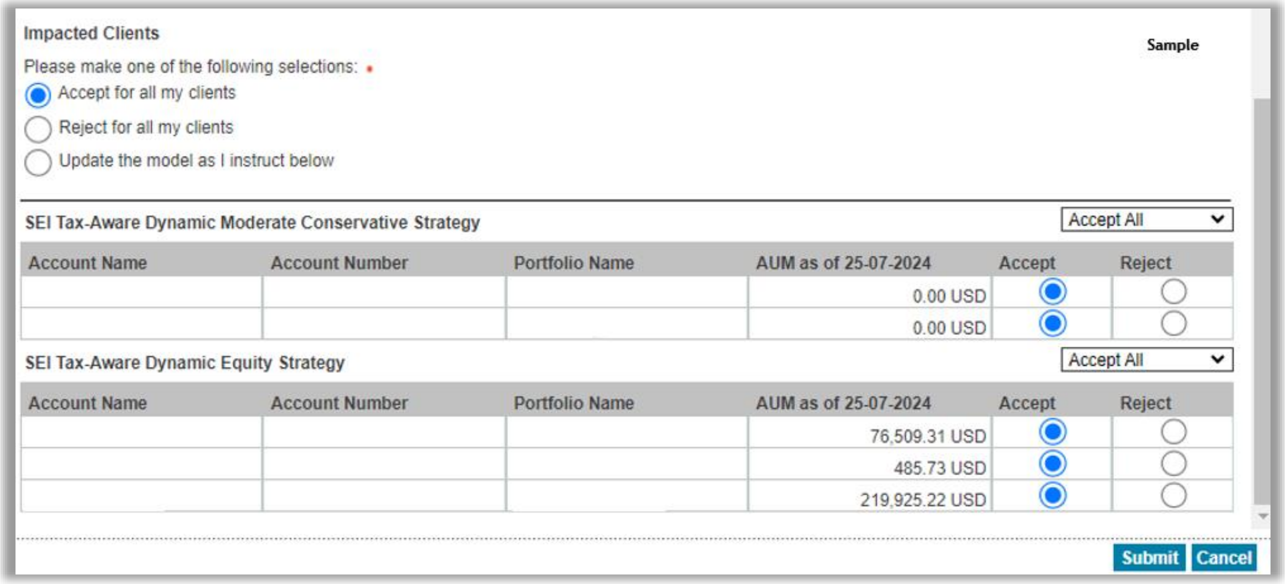


Step 6: The Investment Change Authorization will open and display all accounts holding the updating strategies.



Please choose one of the following selections:

- **<u>Accept for all my clients: no action is required. SEI will update your investor's allocation changes in the timeline noted in the Communication.</u>**
- Reject for all my clients
- Update the model as I instruct below: This selection allows you to make your selections by account where there will be a combination of accounts who you selected to accept or reject



Step 7: **Review your selections carefully**, and then select Submit.

Please Note: <u>Once instructions are submitted the elections cannot be amended.</u> You will need to either Modify the Investment Assignment in Advisor Center (see page 3), or submit the proper paperwork to SEI to override your election.

<u>Reminder:</u> Taking no action is an election to accept the new allocations for all your investor accounts.

Sample Rebalance

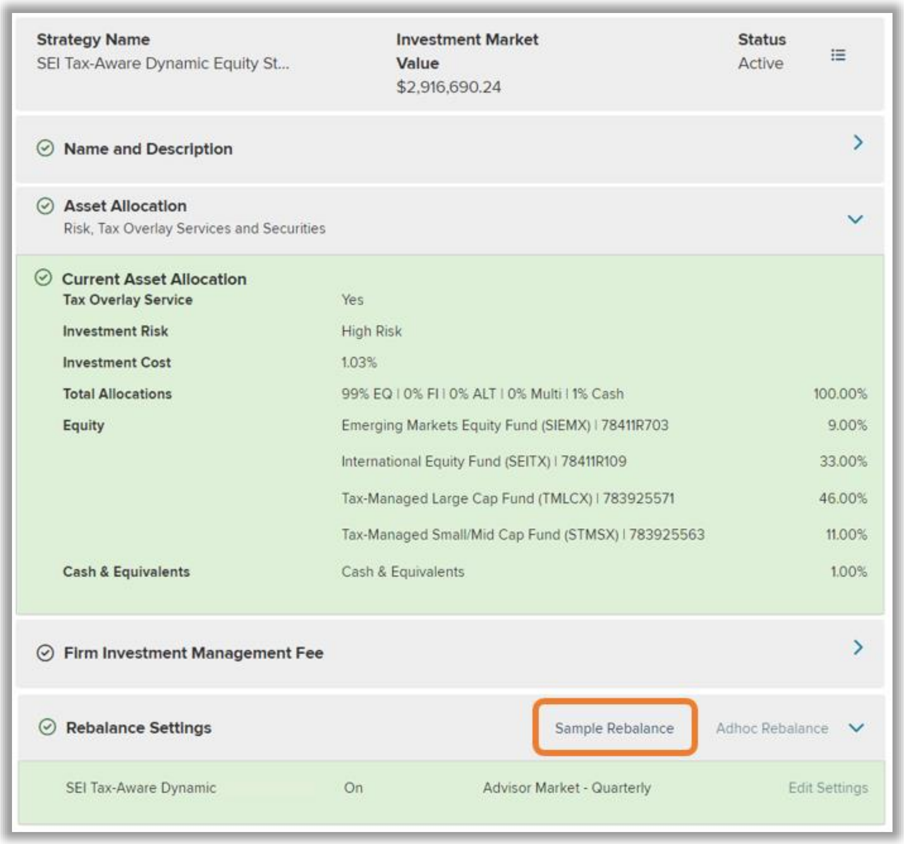
Step 1: Log into seiadvisorcenter.com.

Step 2: Click on the Investments tab and click Investment Management which will launch the Investment Management dashboard.

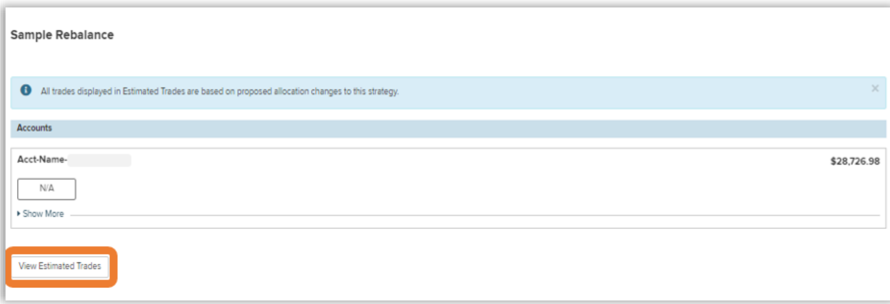
Step 3: Click on the Strategies Tab.

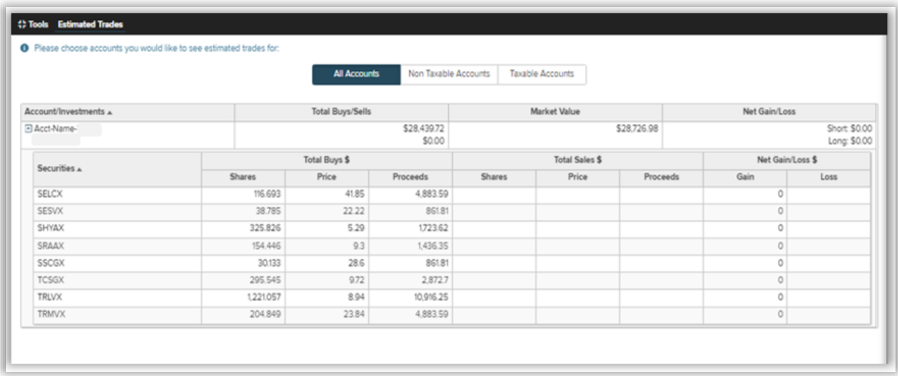
Step 4: Click on the strategy card containing your investor's strategy.

Step 5: Under Rebalance Settings, click Sample Rebalance. This will show if you have an impacted strategy that has available data.



Step 6: Accounts currently assigned to this strategy will be displayed. Click View Estimated Trades to see the estimated trades for the proposed allocation change.





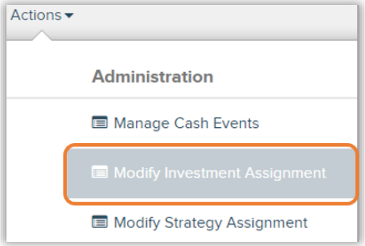
Account/Investments	Total Buys/Sells	Market Value	Net Gain/Loss
Acct-Name-	$28,439.72 $0.00	$28,726.98	Short: $0.00 Long: $0.00

Securities	Total Buys $			Total Sales $			Net Gain/Loss $	
	Shares	Price	Proceeds	Shares	Price	Proceeds	Gain	Loss
SELCX	116.693	41.85	4,883.59				0	
SESVX	38.785	22.22	861.81				0	
SHYAX	325.826	5.29	1,723.62				0	
SRAAX	154.446	9.3	1,436.35				0	
SSCGX	30.133	28.6	861.81				0	
TCSGX	295.545	9.72	2,872.7				0	
TRLVX	1,221.057	8.94	10,916.25				0	
TRMVX	204.849	23.84	4,883.59				0	

Modify Investment Assignment

Step 1 (A) Select a new strategy through Modify Investment Assignment action.

1. From account level select Actions, Modify Investment Assignment.



2. Select **edit** next to the Investment Summary section, this will open a fly out on the right hand side of your screen.

The **edit** option will allow you to add, remove, or replace the strategy.

If you need additional assistance please select Action Help or call the service line at 1-800-734-1003, option 1.