

# Non-Qualified Transfer of Assets Form

Please complete this form only if you are transferring assets directly to a new or existing non-qualified (non-IRA) account with Fort Pitt Funds (the "Fund"). Please complete a separate form for each account you wish to transfer. Transfers may take 3 to 5 weeks to complete after your paperwork is received in good order.

## For Additional Copies or Assistance

If you need additional copies of this application, or would like assistance completing it, please call the Fort Pitt Funds at **1-866-688-8775** or go to www.fortpittcapitalfunds.com.

#### Instructions

- 1. If you are establishing a new account, please contact **1-866-688-8775** or go to www.fortpittcapitalfunds.com about additional information that must be submitted with this Form.
- 2. Mail this Transfer Form to: Fort Pitt Funds PO Box 46707 Cincinnati, OH 45246

Overnight Delivery: Fort Pitt Funds 225 Pictoria Dr, Suite 450 Cincinnati, OH 45246

3. Retain a copy for your records.

# **1. ACCOUNT REGISTRATION**

Please provide your primary legal address, in addition to any mailing address (if different).

Owner's Name (First, Middle, Last)

Social Security Number

Street Address	Date of Birth
City, State, Zip	Daytime Telephone
Email Address	Evening Telephone

This is a new account. I have completed and enclosed an Application with this transfer form. This is an existing account. Please apply transfer proceeds to my account number:

2. INFORMATION ABOUT YOUR EXISTING ACCOUNT		
Name of Firm Currently Holding Your Account	Account Name	
Street Address	Account Number	
City, State, Zip	Firm Telephone Number	

# Please attach a copy of the most recent statement for this account.

#### **3. TRANSFER INFORMATION**

Please transfer assets from the above account to Fort Pitt Funds. Transfer should be according to the following instructions (Note: If transferring from more than one fund within an account, please include details on a separate sheet of paper):

This transfer is a: (check one)		The type of account I am transferring from is a: (check one)
Complete Transfer. Please liquidat account.	e all assets in my	Individual Joint Tenant
Partial Transfer: Liquidate \$	from my account.	Transfer on Death Trust Other
Transfer in kind. Please transfer:	nom my account.	The type of account I am transferring to is a: (check one) Individual
shares of	(Fund Name)	Joint Tenant Transfer on Death Trust Other

#### **4. CERTIFICATIONS AND SIGNATURES**

I hereby authorize this liquidation and/or transfer in kind from my current financial institution to the account designated on this form. By signing below, I certify the information set forth herein is accurate and I have received and read a prospectus for the funds in which I am making my investment. To the extent that I have requested a redemption of mutual fund shares in connection with my transfer, I understand that such shares will be redeemed at the net asset value next determined after my transfer request is reviewed and determined to be in good order by the delivering firm. The Internal Revenue Service does not require your consent to any provision of this document other than the certification required to avoid backup withholding.

# Medallion Signature Guarantee\* (if required):

Some Firms require a Medallion Signature Guarantee to transfer assets. Please check with your current firm to see if they require a Medallion Signature Guarantee. Failure to obtain a required signature guarantee may result in a delay in the transfer of assets.

Account Owner's Signature

Date

Joint Owner's Signature (if applicable)

Date

\* A signature guarantee can be obtained from a bank, broker-dealer, a credit union, a national securities exchange, savings association or other financial intermediaries that are members of an Approved Medallion Guarantee Program. A signature by a Notary Public is not acceptable as a signature guarantee.

## Make check payable to:

Fort Pitt Funds

FBO:

Account Number:

#### Mail this Transfer Form to:

Fort Pitt Funds PO Box 46707 Cincinnati, OH 45246

or

Via Overnight Delivery 225 Pictoria Dr, Suite 450 Cincinnati, OH 45246

#### Fort Pitt Funds Privacy Policy Statement

Your privacy is important to us. The Fort Pitt Funds is committed to maintaining the confidentiality, integrity and security of your personal information. When you provide personal information, the Fund believes that you should be aware of policies to protect the confidentiality of that information.

The Fund collects the following nonpublic personal information about you:

- Information we receive from you on or in applications or other forms, correspondence, or conversations, including, but not limited to, your name, address, phone number, social security number, assets, income and date of birth; and
- Information about your transactions with us, our affiliates, or others, including, but not limited to, your account number and balance, payments history, parties to transactions, cost basis information, and other financial information.

The Fund does not disclose any nonpublic personal information about our current or former shareholders to nonaffiliated third parties, except as permitted by law. For example, the Fund is permitted by law to disclose all of the information we collect, as described above, to our transfer agent to process your transactions. Furthermore, the Fund restricts access to your nonpublic personal information to those persons who require such information to provide products or services to you. The Fund maintains physical, electronic, and procedural safeguards that comply with federal standards to guard your nonpublic personal information.

In the event that you hold shares of the Fund through a financial intermediary, including, but not limited to, a broker-dealer, bank, or trust company, the privacy policy of your financial intermediary would govern how your nonpublic personal information would be shared with nonaffiliated third parties.

#### Anti-Money Laundering

To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account.

What this means for you: When you open an account, we will ask for your name, address, date of birth, social security number/ Tax ID number and other information that will allow us to identify you. We may also ask to see other identifying documents. Until you provide the information or documents we need, we may not be able to open an account or effect any additional transactions for you.

When opening an account for a foreign business, enterprise or a non-U.S. person that does not have an identification number, we require alternative government-issued documentation certifying the existence of the person, business or enterprise.

For questions about these policies, or for additional copies of the Fort Pitt Funds Privacy Policy Statement, please contact the Fund at **1-866-688-8775** or www.fortpittcapitalfunds.com or contact the Fort Pitt Funds at PO Box 46707, Cincinnati, OH 45246.

# **FACTS** WHAT DOES THE FORT PITT CAPITAL TOTAL RETURN FUND DO WITH YOUR PERSONAL INFORMATION?

**Why?** Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some, but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.

**What?** The types of personal information we collect and share depends on the product or service that you have with us. This information can include:

- Social Security number and wire transfer instructions
- account transactions and transaction history
- investment experience and purchase history

When you are *no longer* our customer, we continue to share your information as described in this notice.

**How?** All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons the Fund chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information:	Does the Fund share information?	Can you limit this sharing?
<b>For our everyday business purposes -</b> such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus.	YES	NO
For our marketing purposes - to offer our products and services to you.	NO	We don't share
For joint marketing with other financial companies.	NO	We don't share
<b>For our affiliates' everyday business</b> <b>purposes -</b> information about your transactions and records.	NO	We don't share
<b>For our affiliates' everyday business</b> <b>purposes -</b> information about your credit worthiness.	NO	We don't share
For nonaffiliates to market to you	NO	We don't share

**QUESTIONS?** Call 1-866-688-8775

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Who we are:		
Who is providing this notice?	Fort Pitt Capital Total Return Fund Ultimus Fund Distributors, LLC (Distributor) Ultimus Fund Solutions, LLC (Administrator and Transfer Agent)	
What we do:		
How does the Fund protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.	
	Our service providers are held accountable for adhering to strict policies and procedures to prevent any misuse of your nonpublic personal information.	
How does the Fund collect my	We collect your personal information, for example, when you	
personal information?	<ul> <li>open an account or deposit money</li> <li>direct us to buy securities or direct us to sell your securities</li> <li>seek advice about your investments</li> </ul>	
	We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.	
When son 24 I limit all showin a?	Federal law gives you the right to limit only:	
Why can't I limit all sharing?	<ul> <li>sharing for affiliates' everyday business purposes – information about your creditworthiness.</li> <li>affiliates from using your information to market to you.</li> <li>sharing for nonaffiliates to market to you.</li> </ul>	
	State laws and individual companies may give you additional rights to limit sharing.	
Definitions		
Affiliates	<ul> <li>Companies related by common ownership or control. They can be financial and nonfinancial companies.</li> <li>Fort Pitt Capital Group, LLC, the investment adviser to the Fund, could be deemed to be an affiliate.</li> <li>The Fund does not share with affiliates.</li> </ul>	
Nonaffiliates	<ul> <li>Companies not related by common ownership or control. They can be financial and nonfinancial companies.</li> <li><i>The Fund does not share with nonaffiliates so they can market to you.</i></li> </ul>	
Joint marketing	<ul> <li>A formal agreement between nonaffiliated financial companies that together market financial products or services to you.</li> <li><i>The Fund doesn't jointly market.</i></li> </ul>	