To: SEM Wealth Management

From: (client name)

RE: Non-managed assets

Please accept this as my instruction to **[hold / purchase]** the following assets outside the other models in my account # \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

* **Stock 1 (\_\_\_\_\_ shares / $ )**
* **Stock 2 (\_\_\_\_\_ shares / $ )**
* **Stock 3 (\_\_\_\_\_ shares / $ )**

In addition, I would like SEM to place <stop-loss> <limit> orders for the stock:

* Stock 1: **[BUY / SELL]** \_\_\_\_ shares at $\_\_\_\_\_\_\_
* Stock 2: **[BUY / SELL]** \_\_\_\_ shares at $\_\_\_\_\_\_\_
* Stock 2: **[BUY / SELL]** \_\_\_\_ shares at $\_\_\_\_\_\_\_

These orders should be set as “good-til-cancelled”. I will inform SEM in writing through my financial advisor if I wish to change or cancel these orders.

I understand neither SEM nor my financial advisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will be monitoring these holdings or considering their suitability in my overall portfolio. It is solely my responsibility to monitor them and if I wish to sell any of these positions to notify SEM and/or my advisor in writing.

**[Invest in the managed models / leave / reinvest when available]** all interest and dividends for the asset(s) being held.

These assets [**will / will not**] be included in the financial advisor fee charged by my advisor. They will not be included in SEM's management fee, but Axos Advisor Services will include them in any custody charges.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date