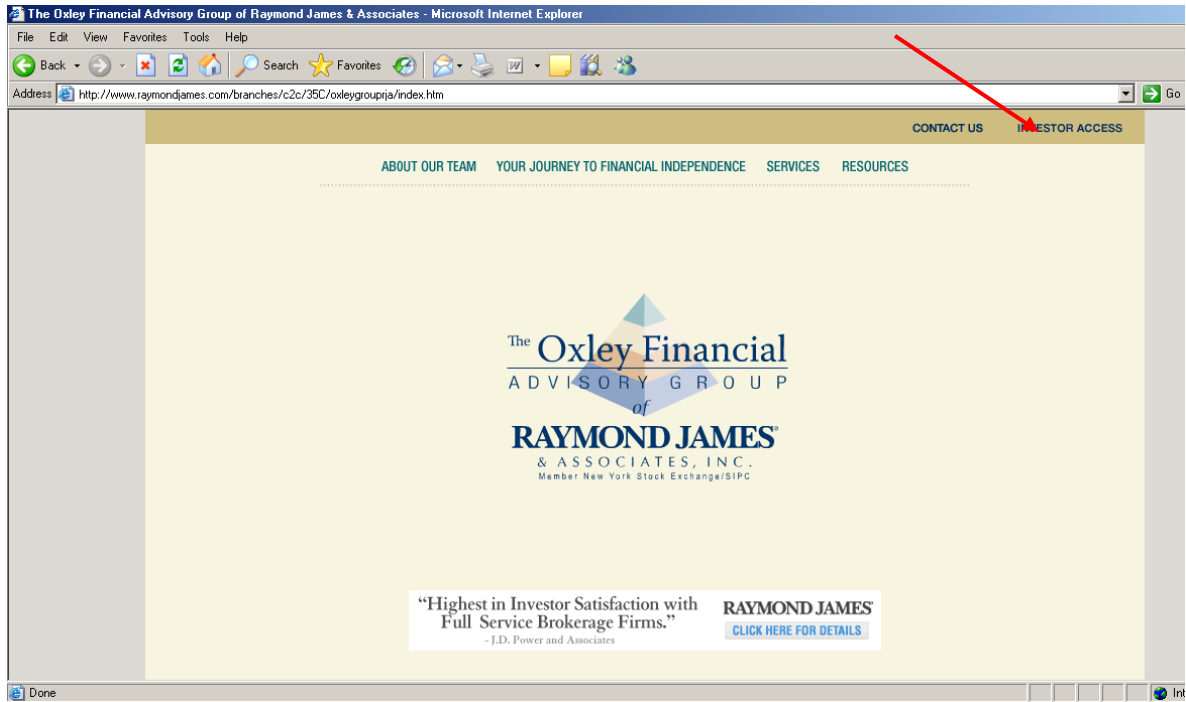


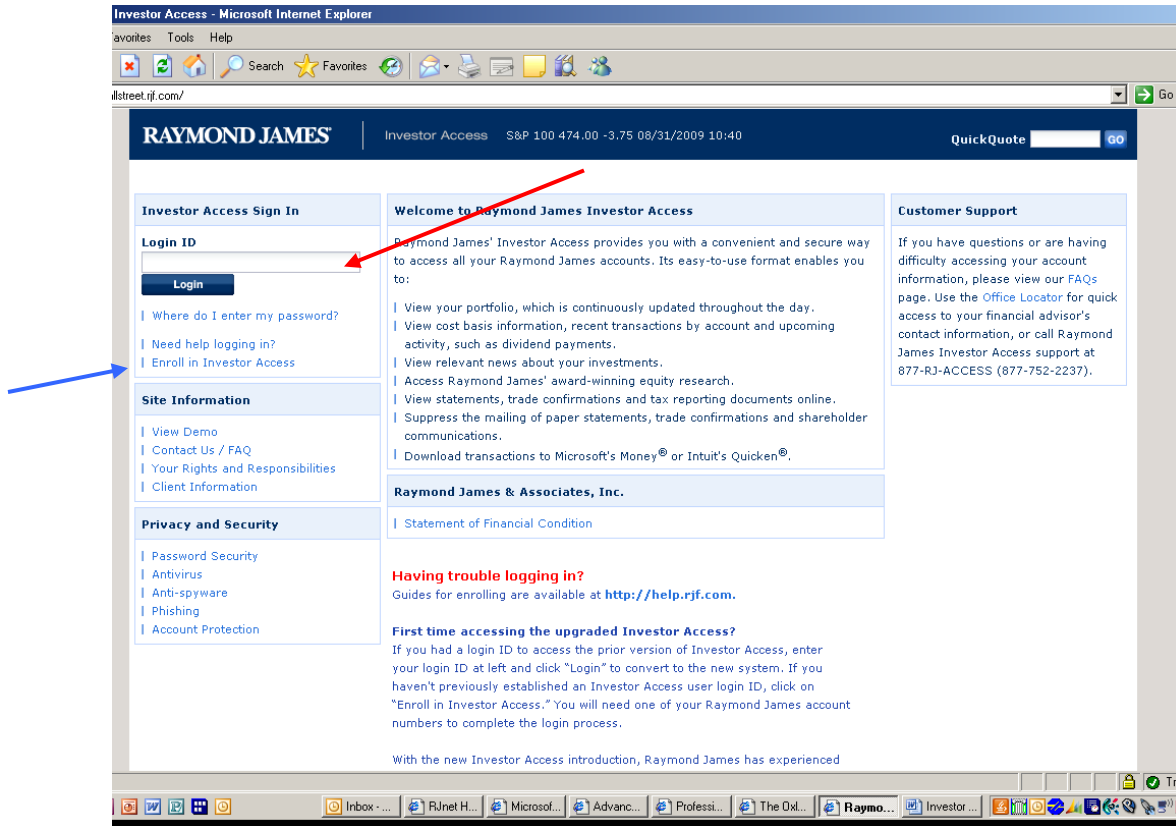
Investor Access Directions

In order to gain access to Investor Access for the first time:

1. Log onto our website at www.oxleygroupja.com.
2. Click on the section that says “Investor Access” link at the top of the screen

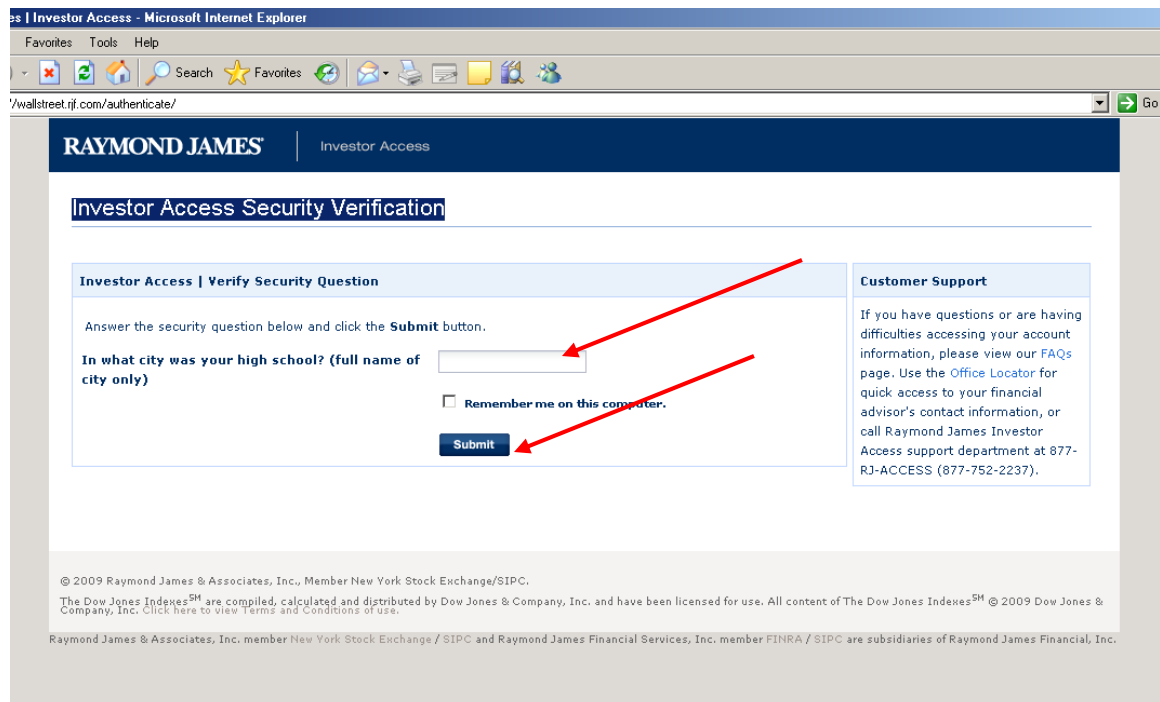


3. Enter your Log In name. If you do not have one, you will need to click on the [enroll in Investor Access to establish your login](#).



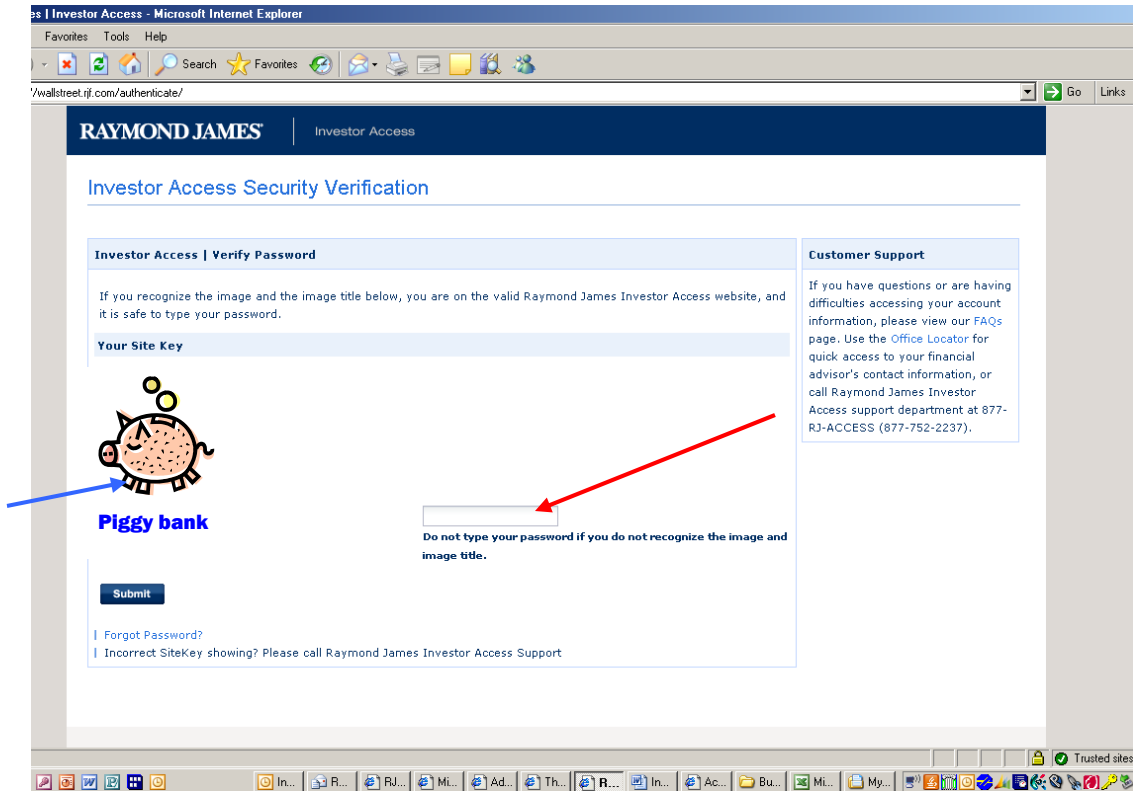
You will then likely have to enter in the answer to a security question on the Investor Access Security Verification screen:

4. Enter the answer to the security question as you typed it in to establish the answer and then click submit.



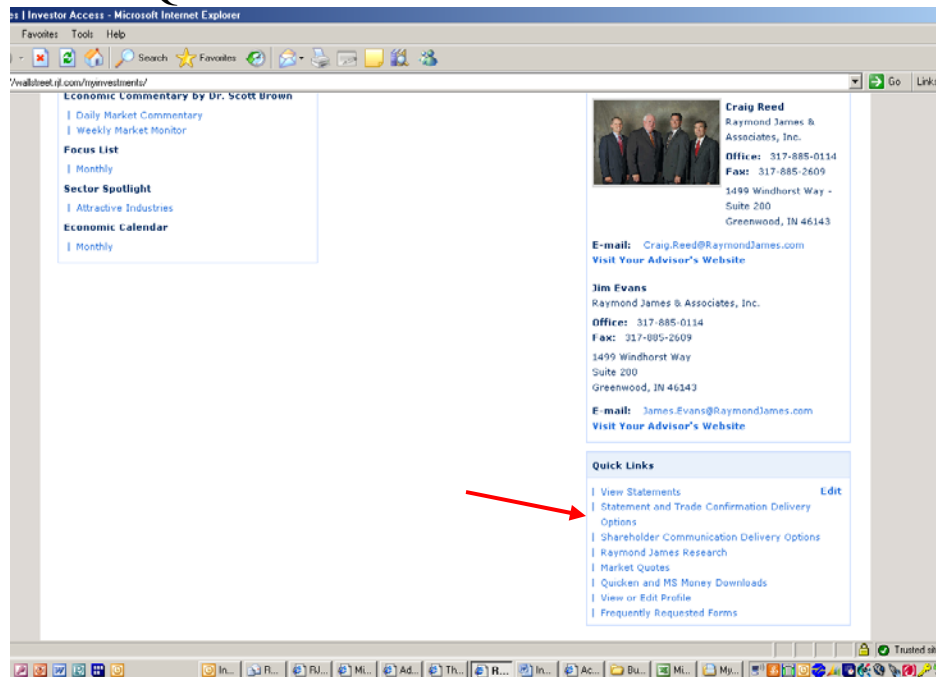
You will then go to another Investor Access Security Verification screen and be prompted for your password. **Only do this if you see the security picture and title you selected.**

5. Enter your password.



6. Scroll to the bottom of the Home page.

7. Click on the Statement and Trade Confirmation Delivery Options link in the Quick Links section.



8. Follow the instructions in the “To change your delivery options” section.

Investor Access - Microsoft Internet Explorer

Account Services | Client Tools

> Account Services > Client Tools > Document Delivery Options > Statement and Trade Confirmation Delivery Options

By default, statements and trade confirmations are mailed to your address of record and are also available online.
If you want to change the delivery method at this time, review the following delivery options to determine what option best fits your needs.

Paper and Online
Statements and trade confirmations are mailed to you at your address of record and are always available online through Investor Access.

Online Only
E-mail notifications are sent you when your monthly statements and trade confirmations are available online; you will no longer receive these documents by mail.

Online and Paper Annual Statement
E-mail notifications are sent to you when your monthly statements are available online, and your annual summary statement is mailed to your address of record every January.

*If you elect to receive your statements and trade confirmations online only, you will no longer receive these documents by mail. Instead, you will receive an e-mail notifying you that these documents are available online.

To change your delivery option:

1. Read the [Online Statement and Trade Confirmation Notification Service Agreement](#).
2. If you want to receive e-mail notifications for statements and trade confirmations at a secondary e-mail address, type the e-mail address in the Document Delivery E-mail Address field below, otherwise, leave the e-mail address as is.
3. To ensure e-mail delivery of these notices, add notifyinvestor@raymondjames.com to your address book, or be sure that your spam filter is set to allow e-mails from this e-mail address.
4. In the table below, select your delivery preference for applicable accounts and click the **Submit** button.

A letter and an e-mail notification will be sent to confirm your changes.
By default, statements and trade confirmations are mailed to your address of record and are also available online. To change the delivery method, select one of the following options.

9. Your accounts will be listed below this section. You can select what delivery option you desire for your statements and trade confirmations. Then click the Submit button.

Investor Access - Microsoft Internet Explorer

4. In the table below, select your delivery preference for applicable accounts and click the **Submit** button.

A letter and an e-mail notification will be sent to confirm your changes.
By default, statements and trade confirmations are mailed to your address of record and are also available online. To change the delivery method, select one of the following options.

Raymond James Communication			
Accounts	Account Number(s)	Statements	Trade Confirmations
Ju	xxxx	<input checked="" type="radio"/> Online Only* <input type="radio"/> Paper and Online <input type="radio"/> Online Monthly, Paper Annual	<input checked="" type="radio"/> Online Only* <input type="radio"/> Paper and Online
W	xxxx	<input checked="" type="radio"/> Online Only* <input type="radio"/> Paper and Online <input type="radio"/> Online Monthly, Paper Annual	<input checked="" type="radio"/> Online Only* <input type="radio"/> Paper and Online

* If you elected to receive statements or trade confirmations online, you will be notified by e-mail when the files are available.

Document Delivery Email Address

NOTE: To ensure delivery of these e-mail notices, add notifyinvestor@raymondjames.com to your address book, or be sure that your spam filter is set to allow e-mails from this e-mail address.

I affirm that I have read and agree to the [Online Statement and Trade Confirmation Notification Service Agreement](#).

Submit

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