

Craig Lewis Gillooly, Esq., J.D.
1205 Prospect Street, Suite 400
La Jolla, CA 92037

Ameritrade
PO Box 2760
Omaha, NE 68103-2760

Re: Letter of instruction to add interested party

Dear Sir or Madam:

We are the Third Party Administrator (TPA) for a 401k for:

Employer: _____

SS#/TIN#: _____

Trustee (print name): _____

This letter serves as instruction to add the following entity as an interested party on the above account to receive duplicate account statements and confirmations of all transactions:

401kAdministrators.com
Attn: Craig Lewis Gillooly
1205 Prospect St. Suite 400
La Jolla, CA 92037
(858) 454-7090; Fax: 888-448-3668

Please send all duplicate account statement and confirmation via email to ameritrade@401kAdministrators.com

Signed by Trustee: _____ Date: _____

If you have any questions, please feel free to call or write.

Sincerely,
Craig Lewis Gillooly
Craig Lewis Gillooly