Bloomberg

Dear Bloomberg Client,

The attached "Account Data Transfer Request" form can be used to authorize the transfer of certain data from one Bloomberg Professional® service subscription to another. The letter can be used for two different scenarios:

(1) *"Intra-Firm MYBB Transfer."* When a colleague leaves his or her job at your company or is absent for an extended period of time, you may use MYBB<GO> to request that certain data be transferred from the Bloomberg subscription used by your colleague to the subscription you use. This requires the approval of an authorized signatory of your firm. The attached letter is used for this approval.

(2) *"Cross-Firm MYBB Transfer."* If you change jobs, you may use MYBB<GO> to request the transfer of certain data from the Bloomberg subscription at your prior job to the Bloomberg subscription at your new job. Certain data transfer requires require the approval of an authorized signatory of the *prior* firm. The attached letter is used for this approval.

If you are requesting either an "Intra-Firm MYBB Transfer" or a "Cross-Firm MYBB Transfer," please following these steps:

- Send the attached "Account Data Transfer Request" form to the appropriate compliance officer. If this is an Intra-Firm MYBB Transfer, send the form to your *current* company. If this is a Cross-Firm MYBB Transfer, send the form to your *old* company.
- Request that the compliance officer print the form on company letterhead, fill it out, and sign it. Once complete, the compliance officer must e-mail the letter to mybloomberg@bloomberg.net with your name in the subject line.
- Once received, the Bloomberg Help Desk will review and process the request. They may reach out to you or the compliance officer to confirm the completion of the transfer or to clarify any questions.
- You can visit MYBB <GO> on the Bloomberg Professional service to monitor the status of your request at any point.
- Please note the transfer of *portfolios* between firms requires a separate process. Contact the Help Desk for more information.

Please press the <HELP> key twice if you have any additional questions.

Sincerely,
Bloomberg Help Desk

Bloomberg

ACCOUNT DATA TRANSFER REQUEST

Name of Company Approving this Request:	Company Legal Entity Name ("Approver"):	Date of Request:
Previous Login user information:	Name:	Login Name:
	Title/Role/Responsibility:	
New Login user information:	Name:	Login Name:
	Title/Role/Responsibility:	
Select the Account Data to be Transferred:	☐ Launchpad Views and Settings ☐ Speed Dials, i.e. Contact Lists (SPDL) ☐ Economic Calendars and Alerts (ECO) ☐ Custom Charts (G) ☐ Custom Fundamentals Charts (GF) ☐ Custom Indicies (CIX) ☐ Financial Analysis Custom Templates (FA)	☐ Equity Searches (EQS) ☐ Fixed Income Searches (SRCH) ☐ Whisper (WHIS) ☐ Economic Workbench Charts (ECWB) ☐ Other: _____

1. Approver hereby requests Bloomberg to copy the Account Data selected above (such selections, the "Account Data Selections") from the Previous Login specified above to the New Login specified above (the "Transfer"). Approver acknowledges and agrees that the Transfer will cause all data, information, functionality and/or other services contained within or associated with the Account Data Selections to be copied to, and made available to, the New Login. If the Previous Login and the New Login are the same person, Approver hereby acknowledges that (a) the New Login represents a Bloomberg Professional service subscription maintained by an entity other than the Approver and (b) that the Previous Login will be deactivated as part of the Transfer.

2. Approver represents, warrants and covenants to Bloomberg that: (a) Approver has all necessary right, power and authority, and has obtained all necessary licenses, consents and authorizations to make the request set forth herein and to approve the Transfer; (b) the person whose name and signature appears below is a legal and/or compliance officer (or other similar officer) of the Approver duly authorized by all necessary organizational action to approve the Transfer and to execute and deliver this letter; and (c) this letter is a valid legal instrument binding upon Approver and enforceable by Bloomberg.

3. Approver acknowledges and agrees: (a) that the Transfer is subject to Approver's agreement(s) with Bloomberg, including, without limitation, the governing law and limitations on liability set forth therein; (b) to indemnify and hold harmless Bloomberg and each of its affiliates, agents, successors and assigns from and against any liability, claim, loss or damage (including reasonable attorneys' fees and other expenses) in connection with this letter, the Transfer and the services provided by Bloomberg; and (c) that Bloomberg shall have no responsibility or liability whatsoever to any person with respect to this letter, the Transfer (including, without limitation, with respect to any proprietary information that may be disclosed or affected by the Transfer) or any delays or interruptions of the services provided by Bloomberg to the Approver or any portion thereof.

4. As used herein, "Bloomberg" means Bloomberg Finance L.P. and/or each other Bloomberg affiliated entity that is the contractual counterparty to Approver's agreement(s) with Bloomberg, including: Bloomberg L.P. in Argentina, China and Japan; Bloomberg Bermuda Limited in Bermuda; Bloomberg Data Services (India) Private Limited in India; Bloomberg Korea Limited in the Republic of Korea; and/or Bloomberg Australia Pty Ltd in Australia, Cook Islands, Fiji, French Polynesia, Guam, Kiribati, Marshall Islands, Micronesia, Nauru, New Caledonia, New Zealand, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu.

Signed on behalf of the Approver,

By:_____

Name:_____

Title:_____

Date:_____

Return this form to: mybloomberg@bloomberg.net
In the subject line, please include the name of the "New Login" user above.