REQUIRED FORMS

To open an account, please send us the following material:

☐ A completed Account Application (the application is enclosed)
☐ A copy of the following documents for each person applying for an account. The full name and address must match in all the documents.

☐ Completed IRS Form W-8 BEN
   Please include your country’s tax identifying number, if any. (The form is enclosed. You can also find it by going to tdameritrade.com > Service > Form Library, then choosing “W-8BEN Substitute.”)

☐ Passport (must be current)
   If you do not have a passport, please send a government-issued photo ID, along with a letter stating that you do not have a passport.

☐ Visa (must be current)
   If your Visa has expired, please provide the expired Visa and extension paperwork.

☐ Proof of Residence
   ◊ A utility bill (gas, water, electricity), bank statement, or household register. We cannot accept a credit card statement, TV or satellite provider bill, cell phone bill, or landline bill as proof of residence.
   ◊ The document must be in English characters or a certified English translation. (Spanish is acceptable as well.)

☐ Completed Letter Of Explanation for U.S. Mailing Address/U.S. Phone Number (required only if a mailing address/phone number in the United States is listed on the application)
   The letter should include the reason you have a U.S. address. (A copy of the letter is enclosed. You can also find it by going to tdameritrade.com > Service > Form Library, then choosing “W-8BEN Attachment A.”)

This material will be reviewed on a case-by-case basis.

WHERE TO SEND THE FORMS:

• Fax: 866-468-6268
• Mail: 200 South 108th Ave. Omaha, NE 68154-2631, United States of America

AFTER YOU SEND US THE FORMS:

☐ Please check your personal email for any possible updates or additional steps that may be needed.
☐ Please wait seven business days before calling to check on the status of an application.
☐ Once your account has been opened, you will receive a four-digit personal identification number (PIN) and your account number via regular mail. You will also be able to access your account by calling and speaking with a representative.

FOR HELP OR MORE INFORMATION, PLEASE CALL:

English: 800-669-3900 (24 hours/7 days a week)
Spanish: 888-376-4684 (9 a.m.-5 p.m. Eastern Time, weekdays)
Mandarin or Cantonese: 877-888-1238 (9 a.m.-6 p.m. Eastern Time, weekdays)

If calling from outside of the U.S. please visit us online at https://www.tdameritrade.com/contact-us for assistance.