

# Institutional Account Application - Equity Funds

Please do not use this form for individual investor, non corporate trusts or IRA accounts.

BAIRD

Baird Funds

Mail to: Baird Funds  
c/o U.S. Bank Global Fund Services  
PO Box 701  
Milwaukee, WI 53201-0701

Overnight Express Mail to: Baird Funds  
c/o U.S. Bank Global Fund Services  
615 E. Michigan St., FL3  
Milwaukee, WI 53202-5207

» In compliance with the USA PATRIOT Act, all financial institutions (including mutual funds) are required to obtain, verify and record the following information for the entity: **full name, TIN, permanent street address and additional documentation.** This information will be used to verify the entity's true identity. We will return your application if any of this information is missing, and we may request additional information from you for verification purposes. In the rare event that we are unable to verify the identity, the Fund reserves the right to redeem your account at the current day's net asset value.

## 1 Investor Information

### Select One:

- ☐ C Corporation  
☐ Partnership  
☐ Limited Liability Company  
☐ S Corporation  
☐ Corporate Trust  
☐ Exempt Organization  
☐ Other Entity

To establish an account, you must supply documentation to substantiate the existence of your organization and authorized individuals (e.g., Articles of Incorporation/Formation/Organization, Partnership Agreement, Trust Agreement and Corporate Resolution that include authorized signers, or other official documents).

NAME OF ENTITY

STATE OF ORGANIZATION

TAX ID NUMBER

TYPE OF ENTITY (if other)

☐ Check here if you are a government entity or affiliated with a government entity.

## 2 Authorized Signers

Please attach the entity's Corporate Resolution that states who is authorized to act on behalf of the entity. If specimen signatures are not included in the Corporate Resolution, please include a separate sheet with a list of authorized signers and specimen signatures.

### Authorized Signer

NAME (first, middle, last)

TITLE

### Authorized Signer

NAME (first, middle, last)

TITLE

### Authorized Signer

NAME (first, middle, last)

TITLE

### Authorized Signer

NAME (first, middle, last)

TITLE

### 3 Permanent Street Address

Principal Place of Business - Foreign addresses and PO Boxes are not allowed.

ATTENTION OR DEPARTMENT NAME		
STREET	SUITE	
CITY	STATE	ZIP CODE
DAYTIME PHONE NUMBER	EVENING PHONE NUMBER	
EMAIL ADDRESS		

#### ☐ Duplicate Statement #1

Complete only if you wish someone other than the account owner(s) to receive duplicate statements.

COMPANY NAME		
ATTENTION OR DEPARTMENT NAME		
STREET	SUITE	
CITY	STATE	ZIP CODE

#### ☐ Mailing Address\* (if different from Permanent Address)

If completed, this address will be used as the Address of Record for all statements, checks and required mailings. Foreign addresses are not allowed.

ATTENTION OR DEPARTMENT NAME		
STREET	SUITE	
CITY	STATE	ZIP CODE

\* A PO Box may be used as the mailing address.

#### ☐ Duplicate Statement #2

Complete only if you wish someone other than the account owner(s) to receive duplicate statements.

COMPANY NAME		
ATTENTION OR DEPARTMENT NAME		
STREET	SUITE	
CITY	STATE	ZIP CODE

## 4 Beneficial Owner Information

In compliance with the FinCEN CDD rule, financial institutions (including mutual funds) are required to identify and verify the identity of natural owners (known as beneficial owners) of legal entity customers who own, control and profit from companies when those companies open accounts.

If you are the following type of legal entity, the below information is required: C Corporation, S Corporation, Partnership, Limited Liability Corporation, Nonprofit Organizations (exempt from part A), Unions, Non-Qualified Plans or Other Organizations.

Please complete the table below for each individual, if any, who directly or indirectly, through any contract, arrangement, understanding, relationship, or otherwise, **owns 25% or more of the equity interests of the Legal Entity listed in Investor Information, Section 1.** If no individuals meet this criteria, please leave the table blank to certify this requirement does not apply for the Legal Entity.

Please note that if the Legal Entity is owned by another Entity, only natural persons should be listed within the table (ex. if ABC Corp. is 50% owned by 123 Corp. and 123 Corp. is 50% owned by John Doe, John Doe should be listed as he is a 25% Beneficial Owner of ABC Corp.).

For Foreign Persons: An alien identification card number, or number and country of issuance of any other government-issued document evidencing nationality or residence and bearing a photograph or similar safeguard can be provided in lieu of a passport number. **A copy of the individual's passport, alien identification card, or other government-issued document must be included with the form.**

Please see the last page of this application for a list of entity types that are excluded or exempt from completing this section.

	Name	Date of Birth	Address (Residential or Business Street Address)	Social Security Number (For U.S. Persons)	Passport Number and Country of Issuance (For Foreign Persons)
1					
2					
3					
4					

## 5 Controller Information

In compliance with the FinCEN CDD rule, financial institutions (including mutual funds) are required to identify and verify the identity of **one** individual with significant responsibility for managing the Legal Entity listed in the Account Information section, such as an executive officer or senior manager (ex. Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, Treasurer), or any other individual who regularly performs similar functions (known as the Controller).

Please complete the table below with the requested information for the Controller. A beneficial owner named in Beneficial Owner Information, Section 4 can be listed here if appropriate.

For a Foreign Person: An alien identification card number, or number and country of issuance of any other government-issued document evidencing nationality or residence and bearing a photograph or similar safeguard can be provided in lieu of a passport number. **A copy of the individual's passport, alien identification card, or other government-issued document must be included with the form.**

Name	Date of Birth	Address (Residential or Business Street Address)	Social Security Number (For U.S. Person)	Passport Number and Country of Issuance (For Foreign Person)

## 6 Investment and Distribution Options

☐ **By check:** Make check payable to the Baird Funds.

Note: All checks must be in U.S. Dollars drawn on a domestic bank. The Fund will not accept payment in cash or money orders. The Fund does not accept post dated checks or any conditional order or payment. To prevent check fraud, the Fund will not accept third party checks, Treasury checks, credit card checks, traveler's checks or starter checks for the purchase of shares.

☐ **By wire:** Call 1-866-442-2473.

Note: A completed application is required in advance of a wire.

Investment Amount \$10,000 Minimum			
<input type="checkbox"/> Baird Mid Cap Growth Fund	Institutional Class	0076	\$ <input type="text"/>
<input type="checkbox"/> Baird Small/Mid Cap Growth Fund	Institutional Class	6354	\$ <input type="text"/>
<input type="checkbox"/> Baird Equity Opportunity Fund	Institutional Class	0082	\$ <input type="text"/>
<input type="checkbox"/> Baird Chautauqua Global Growth Fund	Institutional Class	6117	\$ <input type="text"/>
<input type="checkbox"/> Baird Chautauqua International Growth Fund	Institutional Class	6119	\$ <input type="text"/>

**All capital gains and dividends will be reinvested unless a box is checked:**

☐ Capital gains reinvested and dividends in cash\*    ☐ Capital gains and dividends in cash\*

**\*Cash distribution from capital gains and dividends should be paid by (select one):**

☐ Check to Address of Record    ☐ ACH to Bank of Record

Bank Information section, Section 7, must be completed to fulfill payment by ACH to Bank of Record.

## 7 Bank Information

For redemptions, cash dividends and/or other payments, please enter your preferred information/instructions. You may have the option to receive payments via Check, ACH or Wire (additional fee applies). We are unable to debit or credit mutual fund, or pass-through accounts. Please contact your financial institution to determine if it participates in the Automated Clearing House System (ACH).

ACH proceeds are typically credited to your bank within two or three business days after the redemption. Wire proceeds are sent on the business day following your redemption for a \$15 fee.

If this section is not completed, payment via check to the address of record will be the only option.

If you are making your first investment in a Fund, before you wire funds, the transfer agent must have a completed New Account Application. You may mail or overnight deliver your New Account Application to the transfer agent. Upon receipt of your completed New Account Application, the transfer agent will establish an account for you. The shareholder account number assigned will be required as part of the instruction that should be provided to your bank to send the wire. Your bank must include both the name of the Fund you are purchasing, the shareholder account number, and the name on the account per the New Account Application so that monies can be correctly applied.

U.S. Bank, N.A.  
777 E. Wisconsin Avenue  
Milwaukee, WI 53202  
ABA No. 075000022  
Credit: U.S. Bancorp Fund Services, LLC  
Account No. 112-952-137  
Further Credit: Baird Funds [Name of Fund and Share Class]  
(Shareholder Account Number, Shareholder Name)

Before sending your fed wire, please call the transfer agent at 866-442-2473 or contact your financial intermediary (if applicable) to advise them of the wire. This will ensure prompt and accurate credit to your account upon receipt of the fed wire. **Please note that the bank instructions used to issue a federal wire to fund your account must match the bank information provided with this new account application in order for the bank instructions to be established on your account for future use.**

Wired funds must be received prior to the close of trading on the NYSE (normally 4:00 p.m. Eastern Time) for the related purchase order to be eligible for same day pricing, except that orders provided in respect of advisory accounts (including other Baird funds) managed by Baird Funds or one of its related parties and orders provided by or through a broker-dealer or financial intermediary with whom the Funds (or their service providers) have a processing relationship may receive same day pricing so long as the related trade instructions are received timely. The Funds and U.S. Bank, N.A. are not responsible for the consequences of delays resulting from the banking or Federal Reserve wire system or from incomplete wire instructions.

**Note: If you make any changes to the bank instructions after the account has been established, you will be required to submit written documentation along with a signature guarantee from either a Medallion program member or a non-medallion program member. These include situations when the redemption proceeds are to be sent or payable to any person, address or bank account not on the Funds' record or if ownership is being changed on the account. This would also be required if a redemption request is received by the Transfer Agent and the account address has changed within the last 30 calendar days. More information appears in the Fund's statutory prospectus.**

**Please indicate the method of payment these bank instructions can be used for (select one):**

☐ Only ACH   ☐ Only Wire\*   ☐ Both ACH and Wire\*

\*Payment via wire (\$15 fee) is available for redemptions only.

If you complete this section but do not select one of the options above, all options will be added to the account.

NAME OF BANK	
BANK STREET ADDRESS	ABA (OR ROUTING NUMBER)
CREDIT ACCOUNT	ACCOUNT NAME
FURTHER CREDIT ACCOUNT	ACCOUNT NAME
OTHER	

## 8 Telephone and Online Options

Authorized individuals have the ability to make telephone and/or online purchases\*, redemptions\*, or exchanges per the prospectus, unless you specifically decline below. The online option is only available if the telephone option is accepted. Please note online options may not be available for all entity types.

\* Reminder to complete the Bank Information section, Section 7.

Please check the box below if you wish to decline these options. If the options are not declined, you are acknowledging acceptance of these options.

☐ **I decline telephone and online transaction privileges.**

Should you wish to add the options at a later date, a signature guarantee may be required. Please refer to the prospectus or call our shareholder services department for more information.

## 9 E-Delivery Options and Investor Web Portal

**I would like to:**

- ☐ Receive account statements electronically
- ☐ Receive tax forms electronically

By selecting any of the above options, you will receive email notification to access your statements online. You agree to waive the physical delivery of applicable item(s). If you have opted to receive any of these items electronically, you will need to establish online access to your account, which can be done after your account has been established by visiting [www.bairdfunds.com](http://www.bairdfunds.com) and selecting "Client Login". There you can register as a new user or log in as an existing user.

**You must provide your email address in Permanent Street Address section, Section 3 to enroll in e-Delivery.**

**Benefits/features of online investor web portal:**

- View account statements, transaction confirmations, etc.
- Place trades
- View current account balance, historical balance, and transaction history
- Update contact information and delivery preferences

## 10 Cost Basis Method

**Cost basis is not tracked for most entities (ex. Charity Foundation, Church/Religious Group, C Corporation or other entities not subject to 1099 reporting). This section applies to entities subject to 1099 reporting.**

The Cost Basis Method you elect applies to all covered shares acquired from January 1, 2012 forward and to all identically registered existing and future accounts you may establish, unless otherwise noted. The Cost Basis Method you select will determine the order in which shares are redeemed and how your cost basis information is calculated and subsequently reported to you and to the Internal Revenue Service (IRS). **Please consult your tax advisor to determine which Cost Basis Method best suits your specific situation. If you do not elect a Cost Basis Method, your account will default to Average Cost Basis.**

### Primary Method (Select only one)

- ☐ **Average Cost** – averages the purchase price of acquired shares
- ☐ **First In, First Out** – oldest shares are redeemed first
- ☐ **Last In, First Out** – newest shares are redeemed first
- ☐ **Low Cost** – least expensive shares are redeemed first
- ☐ **High Cost** – most expensive shares are redeemed first
- ☐ **Loss/Gain Utilization** – depletes shares with losses prior to shares with gains and short-term shares prior to long-term shares
- ☐ **Specific Lot Identification** – you must specify the share lots to be sold at the time of a redemption (This method requires you elect a Secondary Method below, which will be used for systematic redemptions and in the event the lots you designate for a redemption are unavailable.)

**Secondary Method** – applies only if Specific Lot Identification was elected as the Primary Method (Select only one)

- ☐ First In, First Out
- ☐ Last In, First Out
- ☐ Low Cost
- ☐ High Cost
- ☐ Loss/Gain Utilization

Note: If a Secondary Method is not elected, First In, First Out will be used.

## 11 Dealer Information (only if applicable)

DEALER NAME

DEALER'S ID

BRANCH ID

### DEALER HEAD OFFICE INFORMATION:

ADDRESS

CITY / STATE / ZIP

TELEPHONE NUMBER

REPRESENTATIVE'S LAST NAME

FIRST NAME

M.I.

REPRESENTATIVE'S ID

### REPRESENTATIVE BRANCH OFFICE INFORMATION:

ADDRESS

CODE

CITY / STATE / ZIP

TELEPHONE NUMBER

## 12 Signature and Certification Required by the Internal Revenue Service

✓ I have received and understand the prospectus for the Baird Funds (the "Fund"). I understand the Fund's investment objectives and policies and agree to be bound by the terms of the prospectus. Before I request an exchange, I will obtain the current prospectus for each Fund. I acknowledge and consent to the householding (i.e., consolidation of mailings) of regulatory documents such as prospectuses, shareholder reports, proxy statements, and other similar documents. I may contact the Fund to revoke my consent. I agree to notify the Fund of any errors or discrepancies within 45 days after the date of the statement confirming a transaction. The statement will be deemed to be correct, and the Fund and its transfer agent shall not be liable, if I fail to notify the Fund within such time period. I certify that I am of legal age and have the legal capacity to make this purchase.

✓ The Fund, its transfer agent, and any of their respective agents or affiliates will not be responsible for banking system delays beyond their control. By completing the banking sections of this application, I authorize my bank to honor all entries to my bank account initiated through U.S. Bank, N.A., on behalf of the applicable Fund. The Fund, its transfer agent, and any of their respective agents or affiliates will not be liable for acting upon instructions believed to be genuine and in accordance with the procedures described in the prospectus or the rules of the Automated Clearing House. When AIP or Telephone Purchase transactions are presented, sufficient funds must be in my account to pay them. I agree that my bank's treatment and rights to respect each entry shall be the same as if it were signed by me personally. I agree that if any such entries are not honored with good or sufficient cause, my bank shall be under no liability whatsoever. I further agree that any such authorization, unless previously terminated by my bank in writing, is to remain in effect until the Fund's transfer agent receives and has had reasonable amount of time to act upon a written notice of revocation.

✓ I understand that my mutual fund account assets may be transferred to my state of residence if no activity occurs within my account during the inactivity period specified in my State's abandoned property laws.

✓ Under penalty of perjury, I certify that (1) taxpayer identification number shown on this form is the entity's correct taxpayer identification number, and (2) I am not subject to backup withholding as a result of either being exempt from backup withholding, not being notified by the IRS of a failure to report all interest or dividends, or the IRS has notified me that I am no longer subject to backup withholding, (3) I am a U.S. person (including a U.S. resident alien), and (4) I am exempt from FATCA reporting. (Cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding due to a failure to report all interest and dividends.)

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

✓ I hereby certify that to the best of my knowledge, the information provided about me, and the information provided about the beneficial owner(s) and/or the individual with control over the legal entity is complete and correct.

SIGNATURE OF AUTHORIZED SIGNER

SIGNATURE OF AUTHORIZED SIGNER

PRINTED NAME OF AUTHORIZED SIGNER

DATE (MM/DD/YYYY)

PRINTED NAME OF AUTHORIZED SIGNER

DATE (MM/DD/YYYY)



### Before you send, have you:

- |   |   |
|---|---|
| <input type="checkbox"/> Completed all USA PATRIOT Act required information? <ul style="list-style-type: none"><li>– Tax ID Number in Investor Information section, Section 1?</li><li>– Permanent street address in Permanent Street Address section, Section 3?</li></ul> | <input type="checkbox"/> Enclosed a check made payable to the Baird Funds, if applicable? |
| <input type="checkbox"/> Enclosed required Entity and Authorized Signer documentation?  | <input type="checkbox"/> Completed the Bank Information section, Section 7.               |
|   | <input type="checkbox"/> Signed your application in Signature section, Section 12?        |
|   | <input type="checkbox"/> Enclosed additional documentation, if applicable?                |

For additional information please call toll-free 1-866-442-2473 or visit us on the web at [www.bairdfunds.com](http://www.bairdfunds.com).



## Beneficial Ownership Exclusions and Exemptions

### Exclusions from the Definition of Legal Entity Customer:

The Rule excludes from the definition of legal entity customer certain entities that are subject to Federal or State regulations and for which information about their beneficial ownership and management is available from the Federal or State agencies, such as:

- Financial institutions regulated by a Federal functional regulator or a bank regulated by a State bank regulator;
- A department or agency of the United States, of any State, or of any political subdivision of a State;
- Any entity established under the laws of the United States, or any State, or of any political subdivision of any State, or under an interstate compact;
- Any entity (other than a bank) whose common stock or analogous equity interests are listed on the New York, American, or NASDAQ stock exchange;
- Any entity organized under the laws of the United States or of any State at least 51% of whose common stock or analogous equity interests are held by a listed entity;
- Issuers of securities registered under section 12 of the Securities Exchange Act of 1934 (SEA) or that is required to file reports under 15(d) of that Act;
- An investment company, as defined in section 3 of the Investment Company Act of 1940, registered with the U.S. Securities and Exchange Commission (SEC);
- An SEC-registered investment adviser, as defined in section 202(a)(11) of the Investment Advisers Act of 1940;
- An exchange or clearing agency, as defined in section 3 of the SEA, registered under section 6 or 17A of that Act;
- Any other entity registered with the SEC under the SEA;
- A registered entity, commodity pool operator, commodity trading advisor, retail foreign exchange dealer, swap dealer, or major swap participant, defined in section 1a of the Commodity Exchange Act, registered with the Commodity Futures Trading Commission;
- A public accounting firm registered under section 102 of the Sarbanes-Oxley Act.
- A bank holding company, as defined in section 2 of the Bank Holding Company Act of 1956 (12 USC 1841) or savings and loan holding company, as defined in section 10(n) of the Home Owners' Loan Act (12 USC 1467a(n));
- A pooled investment vehicle operated or advised by a financial institution excluded from the definition of legal entity customer under the final CDD rule;
- An insurance company regulated by a State;
- A financial market utility designated by the Financial Stability Oversight Council under Title VIII of the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010;
- A foreign financial institution established in a jurisdiction where the regulator of such institution maintains beneficial ownership information regarding such institution;
- A non-U.S. governmental department, agency or political subdivision that engages only in governmental rather than commercial activities; and
- Any legal entity only to the extent that it opens a private banking account subject to 31 CFR 1010.620.

### Exemptions from the Ownership Prong:

Certain legal entity customers are subject only to the control prong of the beneficial ownership requirement, including:

- A pooled investment vehicle operated or advised by a financial institution not excluded under paragraph 31 CFR 1010.230(e)(2); and
- Any legal entity that is established as a nonprofit corporation or similar entity and has filed its organizational documents with the appropriate state authority as necessary.