

NOTICE TO FINANCIAL INSTITUTION

The undersigned authorizes that the account specified below be enrolled in the Tennessee IOLTA (Interest On Lawyers' Trust Account) program established by the Supreme Court of Tennessee.

I. LAWYER INFORMATION

INSTRUCTIONS TO LAWYERS: (1) OPEN NEW ACCOUNT OR CHANGE THE STATUS OF AN EXISTING TRUST ACCOUNT AT A FINANCIAL INSTITUTION ELIGIBLE TO OFFER IOLTA ACCOUNTS.
(2) COMPLETE SECTIONS I and II.
(3) ATTACH A VOIDED CHECK OR DEPOSIT SLIP TO CONFIRM THE ACCOUNT NUMBER.
(4) RETURN COMPLETED FORM & VOIDED CHECK OR DEPOSIT SLIP TO THE TENNESSEE BAR FOUNDATION AFTER THE ACCOUNT HAS BEEN OPENED OR CONVERTED.

Firm Name (if applicable): _____

Lawyer Name: _____

Mailing Address: _____ E-mail: _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Board of Professional Responsibility Number: _____

Authorized Signature Lawyer/Law Firm: _____

Please attach voided check/deposit slip

II. FINANCIAL INSTITUTION INFORMATION

INSTRUCTIONS TO FINANCIAL INSTITUTIONS: The IOLTA account must be established in the name of the lawyer or law firm opening or converting this account, with further designation indicating the fact that this is an IOLTA account. The Taxpayer Identification Number (TIN) must be that of the Tennessee Bar Foundation (TBF), shown below. The TBF is a tax exempt organization and is exempt from backup withholding. No IRS form 1099 is required for IOLTA accounts opened under this program, and the financial institution is not subject to penalty for a mismatched TIN when the payee is an exempt organization. The establishment of interest-bearing trust accounts by law firms, including professional corporations, under the IOLTA program has been approved by federal regulatory agencies. Copies of those determinations are available upon request from the TBF.

Financial Institution Name: _____

Address: _____ Telephone: _____

Account Name: _____

Account Number: _____ Date : _____

Interest computed in accordance with the applicable regulations for this account must be remitted, by the financial institution, monthly or quarterly to the Tennessee Bar Foundation. Contact the Foundation for further information.

Tennessee Bar Foundation

150 4th Ave North • Suite 1350 • Nashville, TN 37219

Phone: 615-242-1531

Email: info@tnbarfoundation.org

Web: www.tnbarfoundation.org

**** Please provide a copy of this form to the FINANCIAL INSTITUTION, the LAWYER and the TENNESSEE BAR FOUNDATION ****