

## PROCEDURE FOR REQUESTING SECURITIES PORTABILITY

**1. Complete the STVM Form:**

Fill out the form available in the “STVM Form” section of this page.

**2. Submit Documents:**

Email the signed STVM form together with a copy of an official identification document (RG / CNH) for signature authentication purposes to: brsp\_bo\_ce@jpmorgan.com and brsp\_mo\_ce@jpmorgan.com.

**3. Receipt Confirmation:**

Confirm receipt of the submitted documents by phone at: +55 (11) 4950-3945 / +55 (11) 4950-6673.

**4. Processing Time:**

The transfer request will be processed within up to **2 business days** after validation of the signature authentication.

**5. Situations That May Prevent Processing of the Request:**

- Pending client registration/KYC updates.
- Outstanding debts.
- Securities pending settlement or otherwise unavailable.
- Errors or inconsistencies in the completion of the STVM form.
- Incomplete or non-compliant documentation.
- Court-ordered freezes/attachments over the securities.