

# Stock Transfer form



For value received, \_\_\_\_\_ hereby  
(Please print or type as account is currently registered)  
assign, and transfer to:

Shareholder Services  
215 South Cascade  
PO Box 496  
Fergus Falls, MN 56538-0496

Name \_\_\_\_\_  
(See reverse side for description of account types)

toll free: 800-664-1259  
local: 218-739-8479  
email: sharesvc@otpc.com  
web site: www.ottertail.com

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Tax ID number \_\_\_\_\_  
(see below for certification)

## To transfer *certificated shares*, complete this portion

(\_\_\_\_\_) shares of the \_\_\_\_\_ stock of Otter Tail Corporation  
represented by certificate(s) \_\_\_\_\_  
\_\_\_\_\_

## To transfer *dividend reinvestment shares*, complete this portion

(\_\_\_\_\_) dividend reinvestment plan shares of Otter Tail Corporation that are held  
directly by the Corporation.

### Signature guaranteed

Your signature must be guaranteed by a  
financial institution which is a member  
of a Signature Medallion Program:

Dated \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The signature(s) must correspond with the  
name(s) registered on the account in every  
particular without alteration.

## Substitute W-9 Certification of Taxpayer Identification Number

Social Security or Taxpayer Identification Number of new owner: \_\_\_\_\_

Under penalties of perjury, I certify (1) that the number shown on this form is my correct taxpayer Identification Number, and (2) that I am not subject to backup withholding either because I have not been notified that I am subject to backup withholding as a result of a failure to report all interest of dividends, or the Internal Revenue Service 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). If you have been notified that you are subject to backup withholding due to notified payee underreporting, and if you have not received a notice from the IRS advising you that backup withholding has terminated, strike out the language in clause 2 above.

Signature of new owner	Date signed
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Account type - Please select one below

- Individual ownership
- Joint ownership (With Right of Survivorship)
- Custodial - A minor is the beneficial owner of the account with an adult Custodian managing the account until the minor becomes of age, as specified in the Uniform Transfers to Minors Act in the minor's state of residence.

Custodian's name \_\_\_\_\_  
first middle initial last

Minor's name \_\_\_\_\_  
first middle initial last

Minor's Social Security number (required) \_\_\_\_\_

- Trust account - is established in accordance with provisions of a trust agreement. Please attach a copy of the first and last page of the trust.

Trustee(s) name(s) \_\_\_\_\_

Date of Trust \_\_\_\_\_ Name of Trust \_\_\_\_\_

- Transfer on death - The shares transfer to the beneficiary upon the death of the shareholder. Only one beneficiary per account is allowed.

Name of beneficiary \_\_\_\_\_  
first middle initial last