Accessing Electronic Versions of Your Important Documents

Through "eDocuments," Private Passport provides an efficient way for you to access statements, bills and other important documents online instead of waiting for them to be mailed to you, even alerting you when they are available.

eDOCUMENTS

Use **eDocuments** to access electronic versions of your tax documents, trade confirmations and periodic statements.

eDocuments page – Where you can view electronic versions of your paper statements, transaction confirmations and more. You must have the free Acrobat Reader to view .pdf files. Brokerage eDocuments will only be listed if you have access to the online brokerage Web site and at least one brokerage account enrolled in Private Passport. These eDocuments can be viewed through the online brokerage Web site.

Forms page – Where you can quickly access important account servicing forms such as:

- Authorize Moving Money To or From Other Institutions
- Authorize Advisor Access To Your Accounts
- Authorize Access to Your Accounts
- Authorize Access to Trust Accounts
- Authorize Trading Northern Funds[1]
- Set Up Online Trading

All forms listed can be filled out electronically and submitted directly to your relationship manager. Completed forms should never be emailed to your relationship manager.

HOW TO "GO PAPERLESS"

Via **Document Manager,** also under the **eDocuments** section, you have the option to discontinue receiving in the mail paper versions of your banking deposit, trust, investment management and custody account statements and receive these statements electronically only. Here's how.

1. On the **Document Manager** page you will see a list of all accounts and combined statements for which you can go paperless.
2. Simply check the **Go Paperless** box next to the accounts and/or combined statements for which you want to discontinue receiving paper versions mailed to you.
3. Indicate whether you wish to automatically go paperless for all future eligible accounts enrolled in Private Passport and click **Next.**
4. Read the **Terms & Conditions,** select **I Agree** and provide your e-mail address.
5. Submit your request.

You will receive an e-mail notification once your request has been processed as well as each time an electronic version of a statement is available for viewing. You can make changes to your paperless preference at any time by revisiting the **Document Manager** page.

e-BILLS

No longer sift through your mail to find your bills. Have your bills delivered directly to Private Passport so you can be electronically notified when a bill has been received. e-Bills – electronic versions of your paper bills – are sent directly to Private Passport. They contain the same information as your paper bills. You can set up e-Bills for automatic payment or you can enter the amount and date for each payment. All e-Bills are stored for up to six months for easy reference. If a biller offers this capability, an e-Bill logo appears next to the biller name on the **Payment Center.** Click on this logo to add, view and pay your e-Bills.

Need Help?

If you have any questions or would like more information, call the Private Passport Help Center at 1-888-635-5350. Outside the U.S., call 1-312-557-5900.

1 You should consider the investment objectives, risks, charges and expenses of Northern Funds carefully before investing. A prospectus with this and other information about the Funds may be obtained at 800-595-9111 or at northernfunds.com. The prospectus should be read carefully before investing. Although the funds are no-load, other annual fees and expenses do apply, as described in the prospectus. Northern Funds are distributed by Northern Funds Distributors, LLC, which is not affiliated with Northern Trust, and offered through Registered Representatives of Northern Trust Securities, Inc. (member FINRA, SIPC), a subsidiary of Northern Trust Corporation.

NOT FDIC INSURED	May lose value	No bank guarantee