



Huna Totem Corporation

WOOSH-JEE-EEN • PULLING TOGETHER

Dear Shareholder,

Attached you will find the forms and requested information necessary for gifting of Huna Totem Corporation shares. Some of the paperwork will be completed by the shareholder gifting the shares; the majority is to be completed by each recipient (new shareholder).

To be completed by Shareholder who is gifting shares:

- **Request for Gifting of Shares Between Living Persons** (List all recipients on one form)
- **Testamentary Disposition** (recommended since your number of shares is changing)

Information needed from EACH recipient being gifted shares:

1. **Acceptance of Gift of Stock** (to be completed in the name of recipient of gifted shares; signed by legal guardian, if minor)
2. **Designation of Custodian** (required if recipient is under 18 years of age)
3. **Certified Birth Certificate** (originals will be returned if necessary)
4. **W-9 Form** (signed by each recipient; legal guardian, if minor)
5. **Direct Deposit Authorization** (recommended)
6. **Testamentary Disposition** (recommended, if over 18 years old)

Please note that some of these forms **MUST** be signed in the presence of a Notary Public, Magistrate, or Postmaster.

We will need a **Certified Birth Certificate** for each recipient to whom you are gifting. Original birth certificates will be returned to you immediately upon us making a copy for our files. You may also have a copy of your Birth Certificate certified by a Notary Public, Magistrate, or a Postmaster.

Also enclosed is a direct deposit form, should you or any of the persons you are gifting your shares to be interested in receiving their distributions directly into a bank account. You may make copies if necessary.

Because the number of shares you have will change once you make a gift of shares, it is important that you complete the Huna Totem Corporation Testamentary.

If you have any questions about any of the forms or requested information, please call us at 907-789-8500.

Sincerely,

Shareholder Relations



**HUNA TOTEM CORPORATION
REQUEST FOR GIFTING OF SHARES
BETWEEN LIVING PERSONS
PURSUANT TO ANCSA**

STATE OF _____)
COUNTY OR BOROUGH OF _____) ss:
or _____ JUDICIAL DISTRICT)

My name is _____.
My Huna Totem Corporation enrollment number is _____.
My social security number is _____.
My mailing address is _____

After being first duly sworn, I hereby state under oath:

1. I am currently the owner of _____ shares of common stock of Huna Totem Corporation.
2. I understand that pursuant to the Alaska Native Claims Settlement Act (43USC1606,(h)(1)(C)(iii) as amended “. . . Settlement Common Stock may be transferred to a Native or a descendant of a Native . . . as an inter vivos gift from a holder to his or her child, grandchild, great grandchild, niece, nephew, or (if the holder has reached the age of majority as defined by the laws of the State of Alaska) brother or sister.”
3. I understand that the recipient of this gift of shares must be an Alaska Native or descendant of a Native, which includes persons who are family members by legal adoption but not by traditional Native adoption. I have completed the family tree form (which is attached hereto and incorporated by reference) as accurately as possible, to the best of my knowledge and belief. The person or persons to whom I wish to make this gift of shares are in fact the relationship to me as shown below, and are known by me to be either Alaska Natives or descendants, as shown on the attached family tree form. I have attached a certified **copy of the birth certificate** of each recipient and if a person receiving a gift of shares is a relative by adoption, I have attached a true copy of the **court Decree of Adoption** or similar legal proof of adoption.

4. The full name and address, relationship to me, and number of shares to be transferred for each recipient are shown below:

- A. FULL NAME: _____ RELATIONSHIP: _____
MAILING ADDRESS: _____
SOC SEC #: _____
BIRTH DATE: _____ NATIVE BLOOD QUANTUM: _____ NO. SHARES GIFTED _____
PHONE NUMBERS: _____ (HM) _____ (WK)
- B. FULL NAME: _____ RELATIONSHIP: _____
MAILING ADDRESS: _____
SOC SEC #: _____
BIRTH DATE: _____ NATIVE BLOOD QUANTUM: _____ NO. SHARES GIFTED _____
PHONE NUMBERS: _____ (HM) _____ (WK)
- C. FULL NAME: _____ RELATIONSHIP: _____
MAILING ADDRESS: _____
SOC SEC #: _____
BIRTH DATE: _____ NATIVE BLOOD QUANTUM: _____ NO. SHARES GIFTED _____
PHONE NUMBERS: _____ (HM) _____ (WK)
- D. FULL NAME: _____ RELATIONSHIP: _____
MAILING ADDRESS: _____
SOC SEC #: _____
BIRTH DATE: _____ NATIVE BLOOD QUANTUM: _____ NO. SHARES GIFTED _____
PHONE NUMBERS: _____ (HM) _____ (WK)
- E. FULL NAME: _____ RELATIONSHIP: _____
MAILING ADDRESS: _____
SOC SEC #: _____
BIRTH DATE: _____ NATIVE BLOOD QUANTUM: _____ NO. SHARES GIFTED _____
PHONE NUMBERS: _____ (HM) _____ (WK)
- F. FULL NAME: _____ RELATIONSHIP: _____
MAILING ADDRESS: _____
SOC SEC #: _____
BIRTH DATE: _____ NATIVE BLOOD QUANTUM: _____ NO. SHARES GIFTED _____
PHONE NUMBERS: _____ (HM) _____ (WK)

TOTAL SHARES TRANSFERRED: _____

I understand that I may transfer all or any part of my shares (whole shares only) to the person(s) named above, and that the total number of shares transferred may not exceed the numbers of shares which I presently own.

5. I understand that I may not revoke, take back, or otherwise change this gift of shares once it has been made, and that if there are any taxes owed as a result of this transfer, Huna Totem Corporation will not be responsible for payment of such taxes. I further acknowledge that Huna Totem Corporation has made no representation as to the taxes that may be owed as a result of gifting shares of my stock.
6. I understand that the transfer of the stock places all authority over the stock in the hands of the recipient; that I will no longer have voting rights for the transferred shares; and that I will no longer receive dividends or distributions for the transferred shares.
7. One or more of the persons to whom I am gifting shares are under the age of eighteen (18) years. I hereby nominate the following as custodian(s) for the shares I am gifting to minor(s) as follows:

Name of Minor:

Custodian of Shares:

I understand that by signing this affidavit, I am swearing under oath that to the best of my knowledge and belief, everything stated herein is true, and that I am acting of my own free will, and am not under any undue pressure, influence or duress. I affirm that I have not received anything of value nor have I been promised anything of value in compensation or payment for the stock I wish to transfer.

NOTICE: THE GIFTING OF SHARES OF YOUR HUNA TOTEM CORPORATION STOCK IS PERMANENT. YOU WILL NO LONGER OWN THOSE SHARES. YOU WILL NOT BE ALLOWED TO VOTE THOSE SHARES, NOR WILL YOU BE ENTITLED TO RECEIVE DIVIDENDS FOR THOSE SHARES.

IF YOU HAVE ANY QUESTIONS CONCERNING THE GIFTING OF SHARES, PLEASE OBTAIN ANSWERS BEFORE SIGNING THIS AFFIDAVIT.

DATED this _____ day of _____, _____.

SHAREHOLDER PRINTED NAME

SHAREHOLDER SIGNATURE

WITNESS PRINTED NAME

WITNESS SIGNATURE



**HUNA TOTEM CORPORATION
ACCEPTANCE OF GIFT OF STOCK**

STATE OF _____)
COUNTY OR BOROUGH OF _____) ss:
or _____ JUDICIAL DISTRICT)

My name is _____.
My social security number is _____.
My mailing address is _____

I understand that I am to receive _____ shares of Huna Totem Corporation stock as a gift from _____.

I hereby affirm that I have not paid, transferred, or promised anything of value in order to obtain these shares. If this gift is approved, I understand that I will become a shareholder of Huna Totem Corporation with the following rights and responsibilities.

1. I will be responsible for voting the shares I will own from this gift at annual meetings of the corporation if I am a Native or a descendant of a Native.
2. I will be responsible for the future ownership of this stock in that I may:
 - a. Give the stock to my child, grandchild, great grandchild, niece, nephew, brother or sister who is an Alaska Native, or of Alaska Native descent;
 - b. Complete a testamentary disposition form naming the heirs of my shares of stock so that, upon my death, the shares will be transferred to the persons I have named;
 - c. Decide not to complete a will or testamentary disposition form, or simply forget to complete a will or testamentary disposition form, with the result that, upon my death, the inheritance laws of the State of Alaska will determine the heirs to my shares of stock;
 - d. In the event that current stock restrictions are lifted, I may be allowed to sell or transfer the stock to any person I may choose, or use the stock as collateral for a loan.
3. If Huna Totem Corporation pays dividends, I will receive payment of those dividends based upon the shares I will own from this gift.

I have read the above paragraphs and understand the rights and responsibilities associated with this gift of stock. My signature below indicates my acceptance of this gift, and I hereby request that Huna Totem Corporation complete the transfer of shares to me from the person named above.

I further certify that any attached documents, whether photocopied or included as digital files, are a true, exact, complete, and unaltered copy and representation of the original document(s).

DATED this _____ day of _____, _____.

SHAREHOLDER PRINTED NAME

SHAREHOLDER SIGNATURE

WITNESS PRINTED NAME

WITNESS SIGNATURE



HUNA TOTEM CORPORATION
9301 GLACIER HIGHWAY, SUITE 200
JUNEAU, AK 99801
(907)789-8500

DESIGNATION OF CUSTODIAN AND CUSTODIAN'S CONSENT TO APPOINTMENT

In re _____, a minor:

This document certifies that the custodian for all stock and other property that the above-named is entitled to receive from Huna Totem Corporation, pursuant to the provisions of the Alaska Native Claims Settlement Act of December 18, 1971, 85 State. 688 (43U.S.C. 1601 et seq.) (ANCSA), determined in accordance with the provisions of Section 13.46.085 of the Alaska Statutes as set forth on the previous page hereof, is the undersigned

 (CUSTODIAN - PLEASE PRINT LEGAL NAME)

Whose mailing address is _____

	NO.	STREET
CITY	STATE	ZIP

The undersigned hereby consents to and accepts appointment and designation as custodian for the above-named minor, and agrees to receive and hold as custodian all stock and property distributed to that minor by Huna Totem Corporation pursuant to the provisions of ANCSA, which the minor is or may be entitled to receive. The undersigned further agrees to collect, hold, manage, invest, and reinvest the custodian property in accordance with the Alaska Uniform Transfer to Minors Act, as it may be amended or replaced from time to time. The undersigned acknowledged that he or she has read and understands the provisions of Sections 13.46.085 and 13.46.110 of the Alaska Statutes concerning the appointment, powers, and duties of custodians for minors, which appear on the next page hereof.

Date: _____

 SIGNATURE OF CUSTODIAN

Legal Relationship of Custodian to
 the Above-Named Minor:

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



Huna Totem Corporation
9301 Glacier Hwy, Suite 200
Juneau, AK 99801

Authorization for Direct Deposit of HTC Dividends/Distributions

The following authorization is for (check one): Myself Ward

Ward's name for which I am custodian: _____
(please print)

I hereby authorize Huna Totem Corporation (HTC) and Huna Totem Corporation Shareholders Settlement Trust to initiate credit entries to this bank account, and if necessary, to initiate any corrections and adjustments for any credit entries in error to my depository account specified below. This authority is to remain in full force and effect until HTC has received notification from me of its termination in such time and in such manner as to afford HTC and the Depository a reasonable opportunity to act on it. By signing below, I hereby certify to HTC that I am an owner of this account.

(Select one) Checking Account OR Savings Account

Bank Name _____ Branch _____

City _____ State _____ ZIP _____ Bank Phone No. (____) _____

Bank Routing No. _____ *(Nine digits; please verify the number with your bank.)*

Account No. _____ *(Please verify the number with your bank.)*

Account Holder Name _____ Date of Birth ____/____/____
(please print)

Last Four SSN _____ Telephone No. (____) _____

Mailing Address _____

E-Mail Address _____

Signature _____ Date _____

**IF YOU HAVE A CHECKING ACCOUNT
PLEASE TAPE VOIDED CHECK HERE**

Office Use Only- Received by _____ Date _____



TESTAMENTARY DISPOSITION OF HUNA TOTEM CORPORATION SHARES

I, _____ Last 4 of your SSN _____ (type or print your name as it appears on your stock certificate and enter the last four of your SSN,) in accordance with AS 13.16.705, execute the following will of my _____ shares in Huna Totem Corporation. Upon my death, I leave my shares of stock in Huna Totem Corporation to the following persons or entities, each to receive the number of **whole** shares set forth following their name and address.

Part A.

Name/Relationship	Address/Phone	Shares
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Part B.

The following options are presented to help you make your Testamentary Disposition clearer.

1. If, at the time of my death, I have acquired more shares than those given out in Part A, above, and have not yet completed a valid Testamentary Disposition for the additional shares, I leave the extra shares as follows: **(Check only one box and initial the box you check)**
 ___ to those listed in Part A, above, in the same proportion as the shares willed there
 ___ in equal numbers to those people/entities listed in Part A, above
 ___ all to the following: (name) _____ (address) _____
 ___ to my heirs at law
 ___ otherwise, as follows: _____

2. If other children are born to or adopted to me after the date of this Testamentary Disposition, I wish for them to be included in as nearly equal shares as possible with those listed in Part A. Yes No **(Check only one box and initial the box you check)**

3. If any of the people named in Part A should die before I do, I leave the shares that are willed to that person as follows: **(Check only one box and initial the box you check)**
 ___ to that person's heirs at law
 ___ to the surviving people/entities listed in Part A in the same proportion as the shares willed there
 ___ in equal numbers to those people/entities listed in Part A
 ___ to the following: (name) _____ (address) _____
 ___ to my heirs at law
 ___ otherwise, as follows: _____

4. I have read and understood the "ABOUT YOUR TESTAMENTARY DISPOSITION" page on the back of this document.

___ Initials
 Dated this _____ day of _____, _____

Signature of Owner (name must be as it appears on stock certificate)

Notary Block
 (to be completed by a Notary Public)
 STATE OF _____)
 _____) ss.
 _____)

(Judicial District or County)
 I certify that on the _____ day of _____, _____, before me, the undersigned authority, personally appeared _____, (name of owner of shares) to me known to be the person whose name appears as Owner and to be person who signed the foregoing Testamentary Disposition, and acknowledged to me that it was freely and voluntarily signed for the uses and purposes therein described.

WITNESS my hand and official seal the day and year first above written.

 Notary Public in and for the State of _____
 My Commission Expires: _____



ABOUT YOUR TESTAMENTARY DISPOSITION

This Testamentary Disposition is the last will and testament of your Huna Totem Corporation shares, as authorized by Alaska Statute 13.16.705. When properly completed, this document will direct who will receive your Huna Totem shares after your death. This Testamentary Disposition can be replaced or rescinded by you **only** at any time. The most recent Testamentary Disposition will be used to distribute your Huna Totem Corporation stock upon your death.

This document directs only how your **Huna Totem** shares will pass and is **not** a complete will; you should have a regular will if you wish to be certain that your other property will pass according to your intentions.

Huna Totem will make all reasonable efforts to protect your original Testamentary Disposition; however, the Corporation cannot guarantee its safety and will not be liable for its loss or destruction. Therefore, you should preserve a **certified** photocopy (Make a photocopy of the original document and have a Notary Public certify that it is in fact a photocopy of the original document,) as a reminder of how you have willed your stock. This also ensures a copy exists if the original Testamentary Disposition is somehow lost or destroyed.

As time permits, Huna Totem staff will review your original Testamentary Disposition when you send it in, and if a defect is noticed, it will be returned to you to correct. However, the acceptance and review of your Testamentary Disposition by Huna Totem Corporation in no way guarantees the validity of the document.

Huna Totem Corporation **does not** issue fractions of shares. If you have 100 shares **and** three equal beneficiaries, one will inherit 34 shares, the other two will inherit 33 shares.

If you decide to leave your shares to an entity rather than a person, that stock will become non-voting class B stock. This transfer is also permanent due to gifting and inheritance laws concerning ANCSA stock. **Please be sure to check with the entity prior to listing them on your Testamentary Disposition as many entities have no interest in becoming a Huna Totem Corporation shareholder.**

Frequently asked questions:

Q. What are the requirements for a valid Testamentary Disposition?

A. For a Testamentary Disposition to be valid, it must be signed with the name exactly as it appears on the Huna Totem Stock Certificate, dated, and notarized.

Q. What happens if I don't fill out a Testamentary Disposition and I pass away?

A. If you are without a Will or Testamentary when you pass away, your shares will be handled under Intestate law (determined by Alaska Statute.) Half of your shares will be transferred to your spouse; the other half will be divided between your children. If you have no children, all of your shares will be transferred to your spouse. If you have no spouse, all your shares will be divided amongst your children. If you have had neither, your shares will be divided between your parents. If they have passed, the shares will be divided amongst your siblings. In short, the process can become complicated and your shares may not be divided as you would have wanted. To make sure your shares are divided among your desired heirs you should fill out, notarize, and turn in a Testamentary Disposition.

Q. What if I am in the process of getting a divorce and pass away without a Testamentary Disposition?

A. If the divorce is not final and you pass away, your spouse will still be entitled to half of your Huna Totem Corporation shares. The best way to ensure your shares are distributed as desired is to fill out, notarize, and turn in your Testamentary Disposition.

Q. What if I need help filling out my Testamentary Disposition?

A. You can always contact the Huna Totem Corporation office at 1-800-428-8298 with questions regarding your Testamentary Disposition. We are also available in the office to notarize the form for you. While we cannot help you determine who you should leave your shares to, we can help you understand your options on the form.

Mail your completed form to:

Huna Totem Corporation
Attn: Shareholder Relations
9301 Glacier Hwy., Ste. 200
Juneau, AK 99801

Keep a certified and notarized copy of your Testamentary Disposition for your files