

Steve Keck

From: Kelly Sullivan <Kelly.Sullivan@neamgroup.com>
Sent: Thursday, March 5, 2020 4:09 PM
To: Alie Causey; Steve Keck
Cc: Kenzie Wedge (kwedge@ddjcap.com); Kevin Burke
Subject: [EXTERNAL] RE: DDJ Opportunistic High Yield Fund
Attachments: DDJ Opportunistic High Yield Fund - entity application.pdf; DDJ Opportunistic High Yield Fund Prospectus 1.28.2020.pdf; Guidelines for New Entity Accounts with DDJ Capital Management.docx

Hi Alie & Steve –

Just wanted to touch base on the note below from Kenzie Wedge at DDJ regarding next steps for LICOA's \$5.75mm investment in the DDJ Opportunistic High Yield Fund.

Please feel free to coordinate with Kenzie directly and do not hesitate to reach out with any questions.

Thanks.

Best,
Kelly

Kelly E. Sullivan, CFA



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From: Wedge, Kenzie <KWedge@ddjcap.com>
Sent: Wednesday, February 26, 2020 3:49 PM
To: alie@licoa.com; skeck@licoa.com
Cc: Kelly Sullivan <Kelly.Sullivan@neamgroup.com>; Kevin Burke <Kevin.Burke@neamgroup.com>
Subject: DDJ Opportunistic High Yield Fund [External]

Hi Alie and Steve,

I hope you are well. I am reaching out from DDJ Capital on behalf of Kelly Sullivan from New England Asset Management to provide you the application to be completed for LICOA's investment in the Institutional Share Class (DDJIX) of the DDJ Opportunistic High Yield Fund.

Once the entity application is complete, please email me a scanned copy, at which point I will provide the application to the transfer agent (ALPs) who will review for accuracy and establish the account(s). Once established, I will provide you

your new account number(s) and wire instructions to make the initial investment(s). I have attached here a prospectus for your reference.

I also wanted to highlight a few questions/missing items that often come up with the paperwork:

1. Section 1 & 2: We should not need personal identifiable information for each Trustee/Authorized Person (SSN, DOB, mailing address) as long as the Entity is regulated by a government organization and exempt under FinCen. If so, on the first line of Section 2 please include "Regulated by [Government Entity]".
2. Please make sure to include with the paperwork an Authorized Signer List/Secretary Certificate on company letterhead authorizing these persons to make investment allocations on behalf of LICOA; and
3. A Certificate establishing the entity that will be investing (e.g. certified trust document, articles of incorporation, etc.)

I have also included more detailed instructions in the attached word file for completing the application but please reach out if you need any assistance.

Thank you,
Kenzie

Kenzie Wedge
Senior Associate

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Kenzie Wedge, a Senior Associate at DDJ, is a representative of ALPS Distributors, Inc. Funds distributed by ALPS Distributors, Inc. DDJ Capital Management and ALPS Distributors, Inc. are not affiliated. **Please consider the DDJ Opportunistic High Yield Fund's investment objectives, risks, and charges and expenses carefully before investing. This and other important information is contained in the Fund's prospectus, which can be obtained by calling 844-363-4898. Please read before investing.**

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