

Direct Conversion Request

ROTH IRA

Review the following content thoroughly. Upon review, print the documents and obtain the required signatures, as applicable, to finish the request for a direct conversion.

OWNER INFORMATION

Last Name First MI

Tax ID Date of Birth

Account Type Roth IRA
Account Number

FINANCIAL ORGANIZATION INFORMATION

Financial Organization

Email

Phone

Relationship to Current Account Owner

- I am the current account owner
- I am the former spouse of the current account owner
- I am the spouse beneficiary of the original account owner who is deceased, and I am directly converting the assets to my own Roth IRA

CURRENT ACCOUNT INFORMATION

Current Account Type Current Account Owner

- Traditional IRA
- SIMPLE IRA (if account owner is under age 59.5, must be 2 or more years since first SIMPLE IRA contribution was made)

Tax ID of Current Account Owner

Current Financial Organization Name/Address Current Account Number

CONVERSION INSTRUCTIONS

Conversion Amount

- Total Amount
- Total Amount and Close Current Account
- Specific Amount: \$

Conversion Date

- Immediately
- On a specific date:
- Upon investment maturity

(MM/DD/YYYY)

Make Payable To

as Custodian/Trustee of
Roth IRA

Additional Details

INVESTMENT OPTIONS

Name	Minimum Deposit	Dividend Rate	Annual Percentage Yield	Investment Number	Amount

SIGNATURE

By signing this **Direct Conversion Request**, I certify that the information I have provided is true and correct. I authorize the current IRA Custodian/Trustee to convert the IRA assets as instructed above. I understand that I am responsible for ensuring I am eligible to authorize this conversion and I assume all responsibilities for any consequences that arise as a result of my actions. I agree to indemnify and hold the IRA Custodian/Trustee harmless from any consequences related to executing my directions. I have been advised to seek competent legal and tax advice and have not been provided any such advice from the IRA Custodian/Trustee. I also understand that if this direct conversion involves a SIMPLE IRA, or if I am subject to the required minimum distribution requirements, special rules apply; and I assume responsibility for my actions regarding those issues.

Print Account Owner Name

Account Owner Signature

Date

By signing below, the Custodian/Trustee of the receiving IRA agrees to accept this conversion as instructed above.

Print Custodian/Trustee Representative Name

Custodian/Trustee Representative Signature

Date