555 12th Street, Suite 1250
Oakland, CA 94607
Phone: (800) 392-9653
Fax: (510) 587-0960

Account Transfer Form

Instructions and Guidelines

Use this form to transfer an existing account to The Entrust Group.

When completing your Account Transfer Form, please follow these guidelines:

- Be sure to fill out ALL sections of the Account Transfer Form.
- Contact your current Trustee/Custodian to inquire if a Medallion Signature Guarantee is required. If required, one should be obtained from an authorized member of the Securities Transfer Agents Medallion Program (STAMP). Check with your local bank or broker/dealer to see if they offer this service. ***Note: a Notary Public is not acceptable.***
- Contact your current Trustee/Custodian to inquire if they accept fax or email copies of your transfer request.
- You must submit a copy of a current statement (dated within 6 months) for the account you are transferring from, along with the Account Transfer Form.
- For each account that is being transferred to The Entrust Group, you MUST fill out a separate Account Transfer Form.
- If you are transferring an annuity, you **may incur** surrender/penalty charges. Please attach the original policy or a statement.
- If you are transferring a Brokerage IRA and wish to transfer as cash, you will need to liquidate the appropriate assets prior to completing and submitting the Account Transfer Form.

Submission Options

SUBMIT BY FAX	SUBMIT BY EMAIL	SUBMIT BY MAIL
(510) 587-0960	Forms@TheEntrustGroup.com	The Entrust Group 555 12th Street, Suite 1250 Oakland, CA 94607

Contact Us

ONLINE	BY PHONE	BY EMAIL
Contact a sales representative online at www.theentrustgroup.com/locations	For immediate assistance, please contact a Client Service Representative at: Phone: (800) 392-9653	E-mail questions to: TEG@TheEntrustGroup.com

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Account Transfer Form

1 Account Information

NAME *(as it appears on your account application)*	ACCOUNT NUMBER	SOCIAL SECURITY NUMBER
EMAIL ADDRESS		DAYTIME PHONE NUMBER

2 Account Information and Compatibility

Must transfer to a compatible type of account *(Please reference compatibility chart on our website at www.TheEntrustGroup.com)*

Account Type Being Transferred *(check one)*	**To The Entrust Group Account Type** *(check one)*
☐ TRADITIONAL ☐ ROTH ☐ BENEFICIARY ☐ SEP ☐ SIMPLE ☐ ESA ☐ HSA	☐ TRADITIONAL ☐ ROTH ☐ BENEFICIARY ☐ SEP ☐ SIMPLE ☐ ESA ☐ HSA

Qualified Plan Transfer *(check one if applicable)*
☐ QUALIFIED PLAN **TO** QUALIFIED PLAN *(Pre-tax)*
☐ QUALIFIED PLAN ROTH **TO** QUALIFIED PLAN ROTH *(Post-tax)*

3 Current Custodian Information

Copy of current statement is required for the account being transferred

CUSTODIAN NAME		ACCOUNT NUMBER
ESTIMATED TRANSFER VALUE	STREET ADDRESS	CITY, STATE, ZIP
PHONE		FAX

4 Transfer Instructions

- For all **liquidation*** requests, contact your current Trustee/Custodian to initiate the liquidation process.
- The term "**liquidate*** all assets and transfer proceeds" will result in all assets being sold and the cash proceeds being forwarded to The Entrust Group.
- The term "in-kind" refers to the re-registration of stock, mutual fund, etc. from the prior Trustee/Custodian's name to The Entrust Group.
- If only a partial transfer of certain asset(s) is desired, please list all assets to be liquidated or transferred in-kind in the spaces provided, as well as mark the appropriate box. **A copy of a recent statement (dated within 6 months) from your current Trustee/Custodian is required.**

Type of Transfer: *(check one)*

☐ **FULL TRANSFER**	☐ **FULL TRANSFER**	☐ **PARTIAL TRANSFER**
Liquidate* all assets and transfer as cash	Transfer all assets ***in-kind***	*(list on next section)*

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The Entrust Group

Account Transfer Form

PARTIAL TRANSFER ONLY Description of Asset *(cash, real estate, LLC, etc.)*	QUANTITY *(All, # of Shares, or Value)*	INSTRUCTIONS *(Please check one box per asset)*
1.		☐ CASH ONLY
2.		☐ LIQUIDATE* or ☐ IN-KIND
3.		☐ LIQUIDATE* or ☐ IN-KIND
4.		☐ LIQUIDATE* or ☐ IN-KIND

5 Delivery Instructions

1. Send transfer request to current custodian by:

☐ FIRST CLASS MAIL
☐ VIA FAX NUMBER: ____________________________
☐ SEND OVERNIGHT VIA 3RD PARTY BILLING: ☐ FedEx ☐ UPS

☐ OVERNIGHT DELIVERY* AND CHARGE MY ACCOUNT THE OVERNIGHT FEE
**Physical address must be provided, cannot overnight to P.O. Box*

ACCOUNT NUMBER:

2. Choose how you want your current trustee/custodian to deliver your assets to The Entrust Group

Funds are available next day upon receipt.	If received by check, funds are not available for 5 business days.
☐ INCOMING WIRE TRANSFER *(additional fee applies)*	☐ REGULAR CHECK ☐ CASHIER'S CHECK

6 Account Owner Signature and Acknowledgement

1. I hereby agree to the terms and conditions set forth in this Account Asset Transfer Authorization and acknowledge having established an Entrust self-directed account.
2. I understand the rules and conditions applicable to an Account Transfer. I understand that it is my responsibility to contact my current financial institution to determine whether a medallion guarantee is required. If a medallion guarantee is required, it is my responsibility to take this Form to my bank or credit union for a medallion guarantee. (Failure to obtain a medallion guarantee could result in delays and/or rejection of this request by your current financial institution)
3. I qualify for the account transfer of assets listed in section 4 and authorize such transactions.
4. I understand that no one at Entrust has authority to agree to anything different than my foregoing understandings of Entrust policy.

(Medallion Signature Guarantee Stamp)

SIGNATURE	DATE

FOR OFFICE USE ONLY: Acceptance of Receiving Custodian

Pursuant to a limited written delegation, the Custodian has authorized The Entrust Group to serve as the Administrator for the Custodian and to sign this form on the Custodian's behalf. The Custodian ASSUMES NO INVESTMENT CONTROL OVER CLIENT FUNDS AND ACTS ONLY AS A CUSTODIAN FOR CLIENT FUNDS. The Custodian assumes no investment management or investment fiduciary obligations.

The Entrust Group on behalf of the Custodian.

AUTHORIZED SIGNATURE, THE ENTRUST GROUP: ______________________________ **DATE:** ________________