

# **Rollover Certification Form Instructions**

## Form Use

Use this form when rolling over funds directly from an Employer Sponsored Plan, or if completing a rollover from an IRA to your IRA with IRAR.

If you need assistance completing the form, please call us at:

888-322-6534 option 1

# **Fees and Processing**

Rollover processing fee: \$0

Wire fee: \$30

IRAR processing time: Same day

# **Submission Options**



## **Email**

forms@iraresources.com



#### Fax

858-459-6565



#### Mail

IRA Resources, Inc. 100 Pringle Ave, Suite 650 Walnut Creek, CA 94596

## **Instructions**

- You MUST contact your current custodian to initiate the process.
  Complete ALL sections of the Account Rollover Form in order for us to allocate the funds to your account when they arrive.
- A **Direct Rollover** is when you are moving money from an Employer Sponsored plan (401(k), 403(b), or 457(b) plan) directly to an IRA with IRAR.
- A **Rollover** is when you've taken a distribution from a retirement plan and are sending over funds and/or assets to IRAR within 60 days of the initial distribution date.
- For each account that is being rolled over to IRAR, you MUST complete a separate form.

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Download chart to see what types of accounts can be rolled over.

## **IMPORTANT**

Beginning in 2015, you can make only one rollover from an IRA to another (or the same) IRA in any 12-month period, regardless of the number of IRAs you own. See: https://www.irs.gov/retirement-plans/ira-one-rollover-per-year-rule

When rolling over funds to make an investment, move an amount that will cover transaction fees and the investment purchase. Lack of funds will delay your investment purchase.

**QUESTIONS?** 888 322 6534 **SUBMIT FORM:** forms@iraresources.com

858 459 6565 fax

# Rollover Certification Form

1. ACCOUNT OWNER INFORMATION								
Name (as it appears on your account application) IRAR Account Number		Social S	Security	/ Numbe	er			
Email Address			Daytim	e Phor	ne Numb	er		
2. ACCOUNT INFORMATION								
Was the Rollover a Distribution From the IRAR Accou	ınt Listed Above	? ☐ Yes (skip to Section	n 5)	□ No				
Type of Rollover Account (check one)								
☐ Traditional IRA ☐ Roth IRA ☐ Beneficiary	IRA □ SIMPI	LE IRA □ SEP IRA						
☐ Health Savings Account (HSA) ☐ Educational Savir	ngs Account (ESA)	) □ Other <i>(PS, MP, DB, 40</i>	1(k), 403 <sub>(</sub>	′b), 457)				
3. PREVIOUS CUSTODIAN/EMPLOYER PLA	N ADMINISTI	RATION VERIFICATION	ON					
You Must Contact the Custodian/Administrator Listed				For Yo	)U			
Custodian/Administrator		Account Number		Contact Name				
Street Address		City		State Zip		Zip		
Phone		Fax						
4. VERIFICATION OF ELIGIBILITY TO PERFO	ORM THIS TRA	ANSACTION						
I am an eligible person to perform this transaction (che	eck one):							
☐ Plan Participant ☐ Spouse Beneficiary of ☐ N	Non-Spouse	☐ Ex-Spouse of Account			☐ Responsible Individual			
	Beneficiary of Account				r			
	Account	Legal Separation						
5. TYPE OF ASSETS TO BE ROLLED OVER								
Cash Asset (complete section 6) Amount \$								
Asset(s) Description (Real estate, note, stock, LLC, etc.) A Copy of the Last Statement is Required for the Account if Being Rolled Over In-Kind				Quantity (all, # of shares, or value)				
Total Value:								

IRAR PROCESSING CENTER 100 PRINGLE AVE, SUITE 650 WALNUT CREEK, CA 94596 PHONE: 888-322-6534 FAX: 858-459-6565

EMAIL: FORMS@IRARESOURCES.COM

858 459 6565 fax

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### 6. DELIVERY METHOD FOR CASH

Indicate How The Funds Will Be Delivered to IRAR by Selecting One of the Options Below:

□ Check

Funds are available in 5 business days

Please make check payable to:

IRAR Trust FBO (Your name and account number)

Mail To: IRA Resources

100 Pringle Ave, Suite 650 Walnut Creek, CA 94596

☐ Incoming Wire Transfer (additional fee applies)

Funds are available next day

Citizens Business Bank 1010 E Colorado Blvd. Pasadena, CA 91106 IRAR Trust Company Routing/ABA #122234149

Credit Account: #674020961

For Further Credit to: (Your name and account number)

#### 7. ACCOUNT OWNER SIGNATURE AND ACKNOWLEDGEMENT

Your signature is required. Please ensure that you read and acknowledge the following disclosure before you sign and date this form.

Please note: Your current plan may require additional documentation. Please read the following statement carefully.

I hereby agree to the terms and conditions set forth in this Rollover form and acknowledge having established a Self-Directed Account through execution of IRAR Trust Company Account Application. I understand the rules and conditions applicable to a Rollover or Direct Rollover. I qualify for the Rollover or Direct Rollover of assets listed section 5 above and authorize such transactions. I assume full responsibility for this Rollover or Direct Rollover transaction and will not hold IRAR Trust Company liable for any adverse consequences that may result form this.

I confirm that assets to be rolled over into my custodial account do not include any illegal or impermissible investments under South Dakota or Federal law, including, but not limited to, holdings of marijuana or other illegal substances, illegal gambling, or illegal artifacts. I further confirm that the custodial account will not hold or engage in transactions involving illegal holdings while IRAR Trust Company serves as custodian, and should the custodial account ever come to hold an illegal or impermissible investment under South Dakota or Federal law, I will notify IRAR Trust Company immediately.

By signing this form, I certify that I am completing this rollover within:

A. 60 calendar days following the day I received the asset(s), I have not performed a rollover from an IRA within the last 12 months, and the rollover DOES NOT contain my Required Minimum Distribution.

B. If I am a non-spouse beneficiary, this is a direct rollover from an employer plan, and the rollover contribution DOES NOT contain my Required Minimum Distribution.

I have read and understand the disclosure above.

ACCOUNT OWNER SIGNATURE	DATE
<b>→</b>	

Submission Options						
FAX	EMAIL	MAIL				
(858) 459-6565	forms@iraresources.com	IRA Resources 100 Pringle Ave, Suite 650 Walnut Creek, CA 94596				

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