



PO Box 2760  
Omaha, NE 68103-2760

ACCOUNT NUMBER \_\_\_\_\_

# Account Transfer Form

For Ameritrade Clearing Use Only  
Broker Clearing # \_\_\_\_\_

Transfers generally require three (3) to six (6) weeks for completion. Please provide all of the following information in order to avoid delay. Complete this form and mail it to us at PO Box 2760, Omaha, NE 68103-2760 or, fax a copy to **816-243-3769**. Not all firms accept a fax copy. An original copy of this form may need to be mailed to us.

If you have questions, or need additional forms, please visit our Web site: [www.ameritrade.com](http://www.ameritrade.com) or call us at 800-276-8746.

## 1 Please review these guidelines to make sure your transfer can be processed.

To expedite your account transfer, the name(s)/title on the account to be transferred must match the name(s)/title on your receiving Ameritrade account. *Please read the important information below.*

To protect our clients, it is Ameritrade's policy to act only on transfer requests where the name(s)/title on the account being transferred matches the name(s)/title on the receiving Ameritrade account. *Please read through the examples on the right for further information and instructions. (Note: Once your transfer is complete, you may add or remove account owners on your Ameritrade account, or establish other Ameritrade accounts without like titles to transfer between, internally.)*

### Examples of Acceptable/Unacceptable Transfers:

In the examples below, the account to be transferred is listed on the left and the Ameritrade account title is on the right.

#### Acceptable:

**From:** John Q. Public, Jr.  
Jane A. Public JTWROS      **To:** John Q. Public, Jr.  
Jane A. Public JTWROS

#### Unacceptable:

**From:** John Q. Public, Jr. Individual      **To:** John Q. Public, Jr.  
Jane A. Public JTWROS

To produce an acceptable transfer for the situation above, you can:

1. Add the same co-owner to account at delivering firm — thus Joint Account to Joint Account.
2. Open an individual account at Ameritrade — thus Individual Account to Individual Account.

## What to expect when transferring your account

### Transfer Time Frames

Most total account transfers are sent via ACATS (Automated Customer Account Transfer Service) and take approximately ten (10) to twenty (20) business days. Any residual balances that remain with the delivering brokerage firm after your transfer is completed will follow in approximately ten (10) to twenty (20) business days. If you have any questions regarding residual sweeps, please contact the transferor firm directly.

Generally, transfers that cannot be accomplished via ACATS take approximately three (3) to six (6) weeks to complete, although this time frame is dependent upon the transferor firm and may take longer.

### Mutual Funds

Some mutual funds cannot be held at all brokerage firms. This typically applies to proprietary and money market funds. These funds will need to be liquidated prior to transferring them. For more information, please contact the transferor firm directly.

### Nonstandard Assets

Nonstandard assets — such as limited partnerships and private placements — will incur additional fees to transfer and hold the assets. Please contact your broker/dealer if you have any questions regarding the fees involved.

### Margin and Options Accounts

If you are transferring a margin and/or options account with an existing debit balance and/or options contract, please make sure that you have been approved for margin/options trading in your Ameritrade account. Please refer to your *Margin Account Handbook* or contact your broker/dealer to ensure that your account meets Ameritrade margin requirements.

### IRA Direct Rollovers

Please be advised that if this transfer is a direct rollover from your employer's plan 401(k), 403(b), profit sharing plan, etc., it is an irrevocable election. In addition, a "transfer" and a "rollover" are not the same thing. A rollover is the result of a distribution from another qualified plan. A transfer is the result of a direct transfer from one institution to another.

### IRA Debit Balances

Many firms will charge fees to transfer your account, which may result in a debit balance once your transfer is completed. Debit balances must be resolved by either: (1) Funding your account with an IRA contribution (IRA contributions must be in accordance with IRS rules and contribution limitations); or, (2) Liquidating assets within your account. To avoid transferring the account with a debit balance, contact your delivering broker to clear up any fees prior to transferring the account.

(continued)

ACCOUNT NUMBER \_\_\_\_\_

**2 Please provide information about your Ameritrade account.**

If you do not have an Ameritrade account, you must complete an Account Application and mail it with this Transfer Form or, fax a copy to 816-243-3769. You can obtain this and other forms from our Web site: [www.ameritrade.com](http://www.ameritrade.com) or by calling us at 800-276-8746.

Your Ameritrade Account Number <i>if known</i>		Account Name(s)/Title as it appears on the Ameritrade account	
Daytime Telephone Number		Account Owner's Social Security Number/Tax ID Number	
Account Co-Owner's Social Security Number/Tax ID <i>if applicable</i>	Additional Social Security Number <i>if applicable</i>	Additional Social Security Number <i>if applicable</i>	

**3 Please provide information about the account to be transferred.**

You **must** include a copy of the most recent statement of the account you are transferring with this form. Please refer to it when completing this section. **The name(s)/title on the account to be transferred must match your Ameritrade account.** Please refer to the transfer guidelines on the front of this form for more information.

Account Number		Account Name(s)/Title as it appears on your most recent statement	
Name of Firm from which you are transferring assets		Telephone Number of Firm from which you are transferring	
Mailing Address of Firm from which you are transferring assets		City	
State/Province	Zip/Postal Code	Country	

**Please indicate the types of assets held in the account.**

Check all that apply.

- |                                     |  |
|-------------------------------------|--|
| <input type="radio"/> Common Stocks | <input type="radio"/> Corporate Bonds                              |
| <input type="radio"/> Mutual Funds  | <input type="radio"/> Nonstandard Assets                           |
| <input type="radio"/> Options       | <input type="radio"/> Government Securities                        |
| <input type="radio"/> CDs           | <input type="radio"/> Life Insurance/Annuity                       |
| <input type="radio"/> Cash          | <input type="radio"/> Margin Debit Balance \$ <input type="text"/> |

Please specify approximate dollar amount.

**Indicate the account type.**

- |  |   |  |
|--|---|--|
| <input type="radio"/> Individual                             | <input type="radio"/> Corporate                                 | <input type="radio"/> SIMPLE IRA   |
| <input type="radio"/> Joint                                  | <input type="radio"/> Investment Club                           | <input type="radio"/> Rollover (Non-Contributory) IRA  |
| <input type="radio"/> Uniform Transfers to Minors Act (UTMA) | <input type="radio"/> Estate                                    | <input type="radio"/> SAR-SEP IRA  |
| <input type="radio"/> Uniform Gifts to Minors Act (UGMA)     | <input type="radio"/> Partnership                               | <input type="radio"/> SEP IRA  |
| <input type="radio"/> Trust                                  | <input type="radio"/> Traditional (Individual Contributory) IRA | <input type="radio"/> Roth IRA   |
| <input type="radio"/> Other                                  |   | <input type="radio"/> Qualified Retirement Plan — 401(k), 403(b), Profit Sharing Plan, Money Purchase Plan, etc. |

(continued)

# 4 Please tell us which assets to transfer.

## Account Transfer Guidelines

- Proprietary mutual funds need to be liquidated.
- Foreign securities may be charged additional fees, including a holding fee.
- Nonstandard assets — such as limited partnerships and private placements — will be charged additional fees.
- Money market funds must be converted to cash.

- This is a Total Transfer from a brokerage account
- This is a Partial Transfer — only transfer the assets listed below:

If transferring cash, please specify dollar amount: \$

Asset Description and/or Stock Symbol	Number of Whole Shares	Asset Description and/or Stock Symbol	Number of Whole Shares
Asset Description and/or Stock Symbol	Number of Whole Shares	Asset Description and/or Stock Symbol	Number of Whole Shares
Asset Description and/or Stock Symbol	Number of Whole Shares	Asset Description and/or Stock Symbol	Number of Whole Shares
Asset Description and/or Stock Symbol	Number of Whole Shares	Asset Description and/or Stock Symbol	Number of Whole Shares

## Transfer from a Mutual Fund Company

You may choose to **either transfer or liquidate** your shares. Money market funds must be liquidated and transferred as cash. You must complete a separate transfer form for each mutual fund company from which you are transferring. Please indicate the current dividend/gain options on the mutual funds chosen for transfer (this information will not alter the dividend/gain options on existing brokerage account mutual fund assets).

Fund Company Name			
Account Number/Fund Number	Fund Name		
<b>Transfer</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only _____ shares	Instructions for transferred dividends/capital gains:	<input type="radio"/> Reinvest <input type="radio"/> Pay in cash	<b>-OR-</b>
<b>Liquidate</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only this cash value \$ _____			
Account Number/Fund Number	Fund Name		
<b>Transfer</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only _____ shares	Instructions for transferred dividends/capital gains:	<input type="radio"/> Reinvest <input type="radio"/> Pay in cash	<b>-OR-</b>
<b>Liquidate</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only this cash value \$ _____			
Account Number/Fund Number	Fund Name		
<b>Transfer</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only _____ shares	Instructions for transferred dividends/capital gains:	<input type="radio"/> Reinvest <input type="radio"/> Pay in cash	<b>-OR-</b>
<b>Liquidate</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only this cash value \$ _____			
Account Number/Fund Number	Fund Name		
<b>Transfer</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only _____ shares	Instructions for transferred dividends/capital gains:	<input type="radio"/> Reinvest <input type="radio"/> Pay in cash	<b>-OR-</b>
<b>Liquidate</b> <input type="radio"/> All shares Check one. <input type="radio"/> Only this cash value \$ _____			

## Transfer my CD

- Redeem my CD immediately. Please initial  I am aware of, and acknowledge that I am responsible for, any penalties that I may incur from any early withdrawal.
- Redeem my CD at maturity.  Maturity date Please initial  Submit request at least twenty one (21) days prior to maturity. Please advise your bank not to roll the CD over to a new term.

## Transfer my Life Insurance Policy Please initial

I have a life insurance policy that I wish to transfer. Please redeem and terminate the policy on my behalf.

## Transfer my Annuity Please initial

I have an annuity that I wish to transfer. Please redeem and terminate the contract on my behalf.

(continued)

# 5 Transfer Agreement

If this Ameritrade account is an Individual Retirement Account (IRA), I have adopted an IRA plan so that it names Ameritrade, Inc. as successor custodian.

Account Owner instructs Ameritrade Clearing, Division of Ameritrade, Inc. (the "Clearing Firm") to deposit the funds or securities into Account Owner's IRA (the "Account") according to the instructions on this Account Transfer form. Account Owner understands that the deposit of funds or securities into the Account may have important and possibly irrevocable tax consequences. Account Owner acknowledges that the Clearing Firm does not provide investment or tax advice, that the Account is self-directed, and that Account Owner assumes full responsibility for this transaction. Account Owner releases and agrees to indemnify and hold harmless the Clearing Firm from liability for any adverse consequences that may result from this transaction.

Please transfer in kind all assets in my account to Ameritrade Clearing, unless otherwise indicated in the instructions in this form. If assets in my account are not readily transferable, with or without penalties, I understand that such assets may not be transferred within the time frames required by NYSE Rule 412 or similar rule of the National Association of Securities Dealers or other designated examining authority. In the event that some of my assets are not transferable to Ameritrade Clearing, I understand that Ameritrade Clearing will transfer those assets that are transferable and the delivering firm will notify me regarding those that are not. As fractional shares of stock are nontransferable, all fractional shares should be liquidated by the delivering firm upon the transfer of the whole shares. The delivering firm may or may not charge a fee for this liquidation.

I understand that if my shares are in a dividend reinvestment plan, the plan will cease to exist and fractional shares of stock will be liquidated.

If an UGMA or UTMA is being transferred to an individual, joint or other type of account, I hereby certify that I have attained the age of termination for the state in which the UGMA or UTMA was established, the custodianship has therefore terminated, and that I have a present and absolute interest in and to all assets of such account.

If the assets I am transferring are considered nonstandard assets at Ameritrade Clearing, such as limited partnerships, I realize I will be charged setup and maintenance fees.

I authorize the transferor firm to deduct any outstanding fees from the credit balance in my account. If my account does not contain a credit balance, or if the credit balance in the account is insufficient to satisfy any outstanding fees, I authorize the transferor firm to liquidate the assets in my account to the extent necessary to satisfy that obligation. If certificates or other instruments in my account are in the transferor firm's physical possession, I instruct the transferor firm to transfer them in good deliverable form, including affixing any necessary tax waivers, to enable the successor custodian to transfer them in its name for the purpose of sale, when and as directed by me. I understand that upon receiving a copy of this transfer instruction, the transferor firm will cancel all open orders for my account on the transferor firm's books.

I affirm that I have destroyed or returned to the transferor firm all credit/debit cards and/or unused checks issued to me in connection with my securities account.

By Account Owner's signature below, Account Owner certifies that the information and instructions provided, and the elections made by and through this Account Transfer Form, are true and correct. The Clearing Firm may justifiably rely upon the instructions and elections made herein and is authorized to deposit the funds or securities in the manner provided by this transfer form.

Some mutual funds cannot be transferred, but must be liquidated and the cash proceeds transferred to your account with Ameritrade Clearing; the liquidation price of such assets is not determined by Ameritrade Clearing, but is the responsibility of the firm holding such mutual funds prior to transferring assets to your account with Ameritrade Clearing.

**All authorized Ameritrade account owners must sign this form.**

<input checked="" type="checkbox"/> Account Owner's Signature	Date
<input checked="" type="checkbox"/> Account Co-Owner's Signature	Date
<input checked="" type="checkbox"/> Account Co-Owner's Signature	Date
<input checked="" type="checkbox"/> Account Co-Owner's Signature	Date

## Did you remember to:

- Include a copy of your most recent statement of the transferring account with your account name(s)/title clearly shown?
- Complete sections 2 and 3 in full, and the appropriate information in section 4?
- Make sure your account title in section 2 matches the account title in section 3?
- Read section 5 carefully and make sure **all** account owners and trustees have signed section 5?

### For Ameritrade, Inc. Use Only

**Letter of Acceptance:** The undersigned organization agrees to serve as successor custodian for the account of the above-named individual, and as custodian, we agree to accept the assets being transferred.

Successor Custodian  
Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

### For Delivering Firm Use Only

**Receiving Firm Information:**

**Clearing Firm:** Ameritrade Clearing, Division of Ameritrade, Inc.

**Tax ID Number:** 47-0533629

Ameritrade, Inc.  
Attn: Transfer of Accounts Department  
1005 N. Ameritrade Place  
Bellevue, NE 68005

**Delivery Instructions:** All deliveries MUST include Client Name and Ameritrade Account Number.

**Depository Trust Company:**

DTC #0188

**Federal Book Entry:**

BK of NYC/Ameritrade  
ABA #021000018

**Book Entry GNMA Securities:**

PTC Instructions are: BKNYCATP

**Mutual Fund Registration:**

Ameritrade, Inc.  
Tax ID Number: 47-0533629  
FBO Client's Name and Account Number  
PO Box 2226  
Omaha, NE 68103-2226  
Broker/Dealer: Ameritrade, Inc.

**Options Clearing Corporation:**

OCC #0777

**Wire Instructions:**

First National Bank of Omaha  
16th & Dodge Streets  
Omaha, NE 68102  
A/C of Ameritrade, Inc.  
ABA #104000016  
A/C #16424641

For Further Credit to: Client's Name and Account Number

**Forward Checks and Physical Certificates:**

Ameritrade, Inc.  
FBO Client Name and Account Number  
PO Box 2226  
Omaha, NE 68103-2226  
1005 N. Ameritrade Place  
Bellevue, NE 68005