Clear

# Client Account Transfer

WELLS FARGO ADVISORS

Please use this form to transfer securities and/or funds from another financial institution.

## Section 1 Tell Us About Your Brokerage Account

*Enter the details of the receiving account.*

**Brokerage Account Number**
(Required for WellsTrade® and *Intuitive Investor℠* Accounts)

___|___|___|___|___|___|___|___

**Social Security Number/Taxpayer ID Number**

___|___|___|___|___|___|___|___|___

**Account Name(s)** *(e.g., John Doe, John and Mary Doe, The Doe Family Trust - John Doe and Mary Doe, Trustees)*

**Account Type** *(e.g., Individual, Joint, Trust, UGMA/UTMA, IRA, Inherited IRA, Roth IRA, or Other – specify type)*

## Section 2 Tell Us About The Account You're Transferring

*Complete all fields. Refer to your statement.*

*Employer Plans require their own paperwork.*

**From Account Number**

**Name of Firm, Bank, or Mutual Fund Company you are transferring from**

**Account Name(s)** *(as it appears on your account/most recent statement at the delivering firm)*

**Account Type** *(e.g., Individual, Joint, Trust, UGMA/UTMA, IRA, Inherited IRA, Roth IRA, or Other – specify type)*

## Section 3 Tell Us What You Want To Transfer

*Complete A or B.*

### A. Annuity, Bank, Brokerage Firm or Trust Company - *Check One Box Only*

*Check either Full, Partial, Certificate of Deposit, or Annuity.*

☐ **Full –** Transfer My Entire Account In-Kind (this includes cash).

☐ **Partial –** The section below is used for Partial Transfers ONLY.

**Cash Amount** $ _____ and/or the assets listed below.

| **Quantity** Write **ALL** or **Number of Shares** | **Security Name, Symbol, or CUSIP** (Located on your current statement. The CUSIP is 9 characters long.) |
|---|---|
| | |
| | |
| | |

*Attach a separate signed page for additional assets.*

☐ **Certificate of Deposit (CD) – held at a Bank (including Wells Fargo Bank)**
I/We authorize the CD(s) to be liquidated immediately and acknowledge there may be a penalty and/or surrender charge for a full liquidation. **If within 4 weeks of maturity, liquidate at maturity.**

☐ **Annuity Liquidation –** Immediately and entirely. I am aware there may be a penalty.

☐ **Annuity Liquidation –** Percent or Amount _____

### B. Mutual Fund Company

*Use one form per Mutual Fund Company.*

| **Mutual Fund Account Number(s)** | **Transfer Instructions** | **Quantity** Write All, Number of Shares, or Dollar Amount | **Fund Name, Symbol, or CUSIP** Located on your current statement | **Cash Dividends/ Capital Gains** If not checked, it will default to reinvest |
|---|---|---|---|---|
| | ☐ In-Kind ☐ Liquidate | | | ☐ |
| | ☐ In-Kind ☐ Liquidate | | | ☐ |
| | ☐ In-Kind ☐ Liquidate | | | ☐ |

*Attach a separate signed page for additional funds.*

**Investment and Insurance Products are:**
- **Not Insured by the FDIC or Any Federal Government Agency**
- **Not a Deposit or Other Obligation of, or Guaranteed by, the Bank or Any Bank Affiliate**
- **Subject to Investment Risks, Including Possible Loss of the Principal Amount Invested**

Wells Fargo Advisors is a trade name used by Wells Fargo Clearing Services, LLC and Wells Fargo Advisors Financial Network, LLC, separate registered broker-dealers and non-bank affiliates of Wells Fargo & Company.



**OFFICE USE ONLY: SUB FIRM:** _____ **BR Code:** _____ **FA Code:** _____ **Account #:** _____

## Section 4 Sign and Date - All Owners of All Accounts Must Sign and Date

*Include supporting documentation if account titles are different.*

*Name change or different name: must sign as appears on both accounts (e.g., marriage, divorce, first/middle name changed or listed differently).*

The undersigned acknowledges that I/We have read this form in its entirety and understand and agree to be bound by this Account Transfer Form and the Terms and Conditions located on page 3 herein.

- **Statement.** I have attached a copy of my most recent account statement from my current financial institution.
- **One and the Same.** If an owner's name appears to be different between the titling of the current account and the new Wells Fargo Advisors brokerage account, that ***owner must sign under both names to certify they are one and the same and there is no change in ownership.***
- **Different Registration.** If this transfer contains a change in registration and/or ownership, I/We understand and accept the change in registration and ownership and hold Wells Fargo Advisors and the delivering firm harmless from acting on the above instructions. ***All authorized signer(s) on the current account and your new Wells Fargo Advisors brokerage account must sign.***
- **FINRA Rule 2273.** I read the document outlining the "Issues to consider when your broker changes firms."

**I UNDERSTAND AND ACKNOWLEDGE THAT INVESTMENTS AND INSURANCE PRODUCTS IN MY BROKERAGE ACCOUNT:**

- **ARE NOT INSURED BY THE FDIC OR ANY FEDERAL GOVERNMENT AGENCY**
- **ARE NOT A DEPOSIT OR OTHER OBLIGATION OF, OR GUARANTEED BY, THE BANK OR BY ANY BANK AFFILIATE**
- **ARE SUBJECT TO INVESTMENT RISKS, INCLUDING POSSIBLE LOSS OF PRINCIPAL AMOUNT INVESTED**

SIGN HERE

| Account Owner/Trustee Signature | Print Name | Date *(mm/dd/yyyy)* |
|---|---|---|
| X_____ | _____ | _____ |
| **Account Owner/Trustee Signature** | **Print Name** | **Date** *(mm/dd/yyyy)* |
| X_____ | _____ | _____ |
| **Account Owner/Trustee Signature** | **Print Name** | **Date** *(mm/dd/yyyy)* |
| X_____ | _____ | _____ |
| **Account Owner/Trustee Signature** | **Print Name** | **Date** *(mm/dd/yyyy)* |
| X_____ | _____ | _____ |

*If additional signature(s) are required, attach a separate signed sheet.

## OFFICE USE ONLY

### Client Identification/Signature Validation – All Liquidations and Mutual Fund Direct Transfers Only

**Check one of the four validation options:**

1. ☐ Client personally known to me
2. ☐ Validated government-issued photo ID *(when client is present)*
3. ☐ Compared signature to imaged documents
4. ☐ Verbally confirmed two of the following *(when client is not present)*
   - ☐ Social Security number or tax identification number
   - ☐ Date of birth
   - ☐ Home telephone number
   - ☐ Recent account activity

**Signature Guarantee**

**I certify that I validated the client's identity and/or signature via the method indicated above. I further certify that the client has the authority to execute the transaction.**

| Signature | Printed Name | Date *(mm/dd/yyyy)* |
|---|---|---|
| X_____ | _____ | _____ |

**Custodian Acceptance**

Wells Fargo Clearing Services, LLC has established a Non-Qualified or IRS-Approved Retirement Custodial Account Plan complying with IRS articles I through VIII as on Form 5305-A. We hereby accept the transfer of assets from your firm's account according to the client signed instructions.

Receiving Account Type: _____

| Successor Custodian Signature | Title | Date *(mm/dd/yyyy)* |
|---|---|---|
| X_____ | _____ | _____ |

**Submit your completed form to:** Wells Fargo Advisors, Attention: MAC N9160-01P, PO Box 77046, Minneapolis, MN 55480-9902
**Or Fax to:** Account Transfers: 844-879-0941 Mutual Fund Direct Transfers: 844-879-0215



**OFFICE USE ONLY: SUB FIRM:** _____ **BR Code:** _____ **FA Code:** _____ **Account #:** _____

# Terms and Conditions

## I/We Instruct the Delivering Firm to:

- If this account is a qualified retirement account, I have amended the applicable plan so that it names Wells Fargo Clearing Services, LLC as successor custodian. Unless otherwise indicated in the instructions above, please transfer all assets in my account.
- Transfer my account to Wells Fargo Advisors as instructed on this form, even though my Wells Fargo brokerage account may have a different account title or different taxpayer identification number than the delivering firm.
- Liquidate any nontransferable proprietary money market fund assets that are part of my account and transfer the resulting credit balance.
- Deduct any outstanding fee 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 fee, I authorize you to liquidate the assets in my account to the extent necessary to satisfy the obligation.
- Transfer any certificates held in the firm's physical possession in good deliverable form, including affixing any necessary tax waivers, to enable the successor custodian to transfer them in its name to enable them to be sold when and as directed by me.
- If this is a full/complete account transfer, please freeze my account when this transfer is validated, including canceling all open orders and not permitting any new orders from the account being transferred (except for transactions closing option positions that expire within 7 days or the sale of nontransferable assets).
- Revocation of Advisory Agreements: I authorize you to discontinue all account management agreements immediately. I will have sole responsibility for investment decisions with respect to the securities, cash, and other assets in my account until I hire a new investment manager.

## I/We Acknowledge:

- If an owner's name appears to be different between the titling of the current account and the new Wells Fargo Advisors brokerage account, I have signed all documentation under both names to certify they are one and the same.
- Certain assets in my account may not be readily transferable, with or without penalties, within the time frames required by FINRA Rule 11870 or a similar rule of another designated examining authority.
- Credit/debit cards and/or unused checks issued to me in connection with my securities account have been destroyed or returned to the delivering firm.
- I understand that you will contact me with respect to the disposition of any assets in my securities account that are nontransferable.
- Fractional shares of equity/stock will not transfer in kind and will require to be liquidated to complete a FULL transfer.
- Wells Fargo Advisors is not responsible for changes in the value of assets that may occur during the transfer process.
- I/We are aware of any potential tax or financial implications that may arise in connection with this transfer or with the sale or liquidation of assets prior to transfer, including penalties, fees, financial losses, or losses of product features or benefits.
- Margin Agreement – If the client-signed Margin Agreement has not been received by Wells Fargo Advisors, my account may be subject to restriction, sellout, and closure after review by the Credit Margin Department.

## Retirement Accounts

An IRA account has been established naming Wells Fargo Clearing Services, LLC as Successor Custodian. Simple IRA to Traditional IRA Transfer – I acknowledge I have met the 2-year waiting period. IRA Direct Rollover from Qualified Retirement Plan (QRP) – The IRA custodian is not responsible for providing you with tax or legal advice. Therefore, you acknowledge you have been advised to see a tax professional and no broker or other employee has given such advice.

## Cash Sweep

I/We consent to having uninvested cash included in the Wells Fargo Advisors Cash Sweep Program. For most accounts, the Bank Deposit Sweep will be used for uninvested cash balances, for which no interest is otherwise earned or paid. Accounts not eligible for the Bank Deposit Sweep, such as accounts for banks, credit unions, mutual fund and insurance companies, and government entities will sweep to a Money Market Mutual Fund, which may be affiliated with Wells Fargo Advisors. Wells Fargo Advisors may charge fees and receive certain benefits on the cash sweeps. I/We further acknowledge that if Wells Fargo Advisors changes the Cash Sweep Program on my/our account I/We will be provided with prior written notice. Bank Deposit and Money Market Mutual Fund sweeps are subject to different risks and account protection. The Bank Deposit Sweep is subject to FDIC insurance and Money Market Mutual Funds are covered by SIPC. Details about the Wells Fargo Advisors Cash Sweep Program, including the different risks and enhanced account protection, are covered in the sweep program disclosure statement which will be included in your new account package and can be found online at www.wellsfargoadvisors.com/financial-services/account-services/cash-sweep.htm.



**OFFICE USE ONLY: SUB FIRM:** _____ **BR Code:** _____ **FA Code:** _____ **Account #:** _____

# Key Items to Consider Before Transferring an Account

## Our Products and Services

Whether you are considering a full or partial transfer, it is important to consider that not all firms offer the same investment products and the costs associated with those products may differ. You should fully understand the products and services available by either working with a Financial Advisor or reviewing it for yourself at www.wellsfargoadvisors.com. If you will be liquidating any assets at your previous firm, and/or upon the transfer of your account, there may be fees or taxes as a result of the liquidation that should be considered before transferring your account. We recognize clients have many choices and if you choose to have your assets at multiple financial firms, you should understand any impact that may have on your overall financial goals and the services offered to help you meet those goals.

## Our Costs

In addition to investment product costs, understanding the holistic costs associated with your account or household is also an important factor to consider when transferring a portion or all of your accounts. Costs can be either short term, event based fees such as transactional based or termination fees, or they can be ongoing such as annual account or advisory fees. Please discuss the fees associated with your account or household with your Financial Advisor or review at www.wellsfargoadvisors.com to gain a complete understanding of the costs associated with implementing and maintaining your overall financial goals.

You should consider that brokerage accounts typically include investment-related expenses (such as sales loads, commissions, expenses of any mutual funds in which assets are invested, and investment advisory fees) and plan or account fees (such as administrative, account set-up, custodial, and access to a customer service representative). These fees and expenses will reduce the value of your account and return on your investment, and over time, these costs can make a significant difference in your account value. It is your obligation to review and carefully evaluate the specific features, including the administrative fees and expenses of your existing account before you transfer the account. Additionally, if you have a Financial Advisor, they may receive compensation related to your decision to transfer your account assets, creating a conflict of interest for your Financial Advisor to recommend you transfer your account assets. If you have a Financial Advisor, you should carefully consider whether their advice is aligned with your investment strategy and financial goals.

## Other Considerations

Products and Costs are an important component of your overall financial picture, but if you tend to hold a large percentage of cash or have borrowing needs, understanding the alternatives available and the applicable interest rates are important as well.

Before you choose to transfer your account, the types of service, support and online resources should be considered alongside the products and costs.

## Acknowledgement

By signing the enclosed transfer documents you are acknowledging that you have received the necessary information to make an informed decision to transfer your account to Wells Fargo Advisors.

## Auction Rate Securities: Account Transfer Acknowledgement

Your auction rate securities were purchased prior to the transfer of your account to us. As a result, we are not responsible or liable for any prior recommendations or advice with respect to these securities nor are we under any obligation to provide you with any investment recommendation or advice with respect to the disposition or continued holding of these securities in your account following the transfer of your account.

We are not under any obligation to you (i) to provide loans under margin agreements or otherwise secured in whole or part by the auction rate securities in your account; (ii) to purchase or continue to purchase any auction rate securities in periodic rate setting auctions or in secondary market transactions; or (iii) to provide liquidity for such securities. Many auctions for these securities are in failed status, meaning that holders of these securities are not able to sell these securities in the periodic rate setting auctions or in secondary market transactions and as a result, liquidity for these securities currently is greatly impaired.

## Wells Fargo Bank, N.A. Agency Accounts

This document constitutes my instruction to Wells Fargo Bank, N.A. to terminate the above-referenced account and transfer as instructed to Wells Fargo Clearing Services, LLC.

## FINRA 2273 Educational Communication

All investment firms are required by the Financial Industry Regulatory Authority (FINRA) to send former clients of a transitioning Financial Advisor a FINRA-created Educational Communication, titled "Issues to consider when your broker changes firms," when a Financial Advisor changes firms. The Educational Communication highlights key points for clients to consider when transferring assets to their Financial Advisor's new brokerage firm and the impact of such a transfer on their assets. This document is also available on the FINRA website at http://www.finra.org/sites/default/files/Broker-Dealer-Recruitment-Disclosure.pdf. This only applies to you if your Financial Advisor recently moved to WFA.

Financial Industry Regulatory Authority

# Issues to consider when your broker changes firms

You're receiving this notice because your broker has changed firms. If you're thinking about whether to follow your broker or stay with your current firm, it's a good idea to examine key issues that will help you make an informed decision.

A good relationship with your broker is surely valuable to you, but it's not the only factor in determining what's in your best interest. Before making a final decision, talk to your broker or someone at your current firm about the following questions, and make sure you're comfortable with the answers.

## Could financial incentives create a conflict of interest for your broker?

In general, you should discuss the reasons your broker decided to change firms. Some firms pay brokers financial incentives when they join, which could include bonuses based on customer assets the broker brings in, incentives for selling in-house products or a higher share of commissions. Similarly, some firms pay financial incentives to retain brokers or customers. While there's nothing wrong with these incentives in either case, they can create a conflict of interest for the broker. Whether you stay or go, you should carefully consider whether your broker's advice is aligned with your investment strategy and goals.

## Can you transfer all your holdings to the new firm? What are the implications and costs if you can't?

Some products, such as certain mutual funds and annuities, may not be transferable. If that's the case, you'll face an additional decision if you follow your broker to the new firm: whether to liquidate the non-transferable holdings or keep just these holdings at your current firm. Either way, there could be costs to you, such as fees or taxes if you liquidate, or different service fees if you leave some assets at the current firm. Your broker should be able to explain the implications and costs of each scenario.

*Continued on reverse*

### What costs will you pay—both in the short term and ongoing—if you change firms?

In addition to liquidation fees or taxes if you sell non-transferable assets, you may have to pay account termination or transfer fees if you close your current account, or account opening fees at the new firm. (Even if the new firm waives its fees as an incentive to transfer, that wouldn't reduce any transfer or closure costs at your current firm.) Moving forward, the new firm may have a different pricing structure for maintaining your account or making transactions (such as fee-based instead of commissions, or vice versa), which could increase or lower your account costs. Your broker should be able to explain the pricing structure of the new firm and how your ongoing costs would compare.

### How do the products at the new firm compare with your current firm?

Of course, not all firms offer the same products. There may be some types of investments you've purchased in the past or are considering for the future that aren't available at the new firm.

If that happens, you should feel comfortable with the products they offer as alternatives. If you tend to keep a lot of cash in your account, ask what investment vehicles are available at the new firm for the cash sweep account and whether the interest rate would have an effect on your return.

### What level of service will you have?

Whether you follow your broker to the new firm or choose another broker at your current firm, consider whether you'll have access to the types of service, support and online resources that meet your needs.


FINRA is the Financial Industry Regulatory Authority.

FINRA is an independent, not-for-profit organization with a public mission: to protect America's investors by making sure the securities industry operates fairly and honestly. FINRA is not a part of the government, but we play a critical role in safeguarding investors by enforcing high ethical standards, bringing the necessary resources and expertise to regulation, and promoting investor education—all at no cost to taxpayers.

Learn more at www.finra.org.

# Delivery Instructions

## Receiving Firm Information:

Wells Fargo Clearing Services, LLC (WFCS)
Tax ID Number: 23-2384840
ACAT Participant: 0141

Contact Information:
Account Transfer Department: 855-372-3526

**All deliveries MUST include the Client Name and WFCS 8 digit Brokerage Account Number**

## Checks

**Issue to:**
WFCS, LLC
Further Credit to:
*WFCS Client Name and Account Number*

*OR*

_____

_____

_____

**Mail to:**
WFCS, LLC
Attn: Cash Management
MAC H0006-085
One North Jefferson Ave.
St. Louis, MO 63103

## Wire Instructions

Wells Fargo Bank
420 Montgomery St., San Francisco, CA 94104
ABA Routing Number: 121000248
Beneficiary: Wells Fargo Clearing Services, LLC
One North Jefferson Ave.
St. Louis, MO 63103
Account Number: 4122023377
Further Credit to: *WFCS Client Name and Account Number*

## Depository Trust and Clearing Corporation (DTCC) Securities

DTCC Number: *0141*
*WFCS Client Name and Account Number*
Donor: (if applicable)

## Treasury Securities (Book Entry)

BK of NYC/FCCORP
ABA Number: 021000018
Further Credit to: *Client Account Number*

## IRA Annuity Broker-Dealer/Custodial Change Documents

Fax to: 844-879-0941
**Requires:**
- Brokerage Account Number
- Annuity Contract Number
- Receiving Firm's Sign-off

## Outside Security Documents

**(Limit Partnerships and Alternative Investment)**

**Mail to:**
WFCS, LLC
**MAC:** H0006-09Y
One North Jefferson Ave.
St. Louis, MO 63103

**Requires:**
*WFCS Client Name and Account Number*

## Foreign Bonds (Euroclear eligible)

Email WFCS, LLC at nonacat_foreign@firstclearing.com two days prior to settlement date with the following information:
- Asset(s) detail
- Settlement date
- EUROCLEAR Number
- Further Credit to: *WFCS Client Name and Account Number*

WFCS EUROCLEAR Number: 78850

## Foreign Equities

Email WFCS, LLC at nonacat_foreign@firstclearing.com two days prior to settlement with the following information:
- Asset(s) detail
- Local market information
- Settlement date
- Further Credit to: *WFCS Client Name and Account Number*
- WFCS Foreign Custodian
- Bank of New York BIC (Bank Identifier Code): IRVTBEBB

Account of: WFCS, LLC

## Certificates

**Mail to:**
WFCS, LLC
MAC: H0006-094
One North Jefferson Ave.
St. Louis, MO 63103

**Include Instructions:**
*WFCS Client Name and Account Number*

## Mail DRS Statement

Wells Fargo Clearing Services, LLC
FAO: *Client Account Number*
One North Jefferson Ave.
MAC: H0006-097
St. Louis, MO 63103

## Transfer Agent Re-Registration Letter (e.g., Equity Trust)

Cover letter/re-registration letter requires:
*WFCS Client Account Name and Account Number*
Mail Original to: Agent of Record
Send a copy to: WFCS, LLC and FAX to 844-879-0941

## Mutual Funds Re-Registrations

Register as Wells Fargo Clearing Services, LLC

**Investment and Insurance Products are:**
**• Not Insured by the FDIC or Any Federal Government Agency**
**• Not a Deposit or Other Obligation of, or Guaranteed by, the Bank or Any Bank Affiliate**
**• Subject to Investment Risks, Including Possible Loss of the Principal Amount Invested**

Wells Fargo Advisors is a trade name used by Wells Fargo Clearing Services, LLC and Wells Fargo Advisors Financial Network, LLC, separate registered broker-dealers and non-bank affiliates of Wells Fargo & Company.