

## Account Transfer Information

There are three types of account transfers. You may only choose one type of account transfer. If you select more than one type your transfer will be rejected.

### Account Transfer Types

1. **Transfer all assets in kind**: This is a full transfer. All of your current positions and cash with transfer as is.
2. **Liquidate and transfer**: This is a full transfer. Your account will be transferred as cash by liquidating **all** of your current positions at the original broker.
3. **Partial transfer**: This allows you to select specific positions to transfer. Be sure to indicate exactly which positions you want to transfer. You may only transfer whole shares; **fractional shares will not be transferred**.

### Account Transfer Timeframes

- ACAT transfers will take 3-5 business days.
- Non-ACAT transfers can take up to 2-3 weeks.

**REMINDER:** Please include a copy of your most recent statement from your current broker.

## 1. Information about your account:

Title of Your Account: \_\_\_\_\_

PFSI Account Number: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_

**PLEASE ATTACH A COPY OF YOUR MOST RECENT STATEMENT FOR THE ACCOUNT YOU ARE TRANSFERRING TO PENSON. WE CANNOT PROCESS YOUR REQUEST WITHOUT THE STATEMENT.**

## 2. Information about the account you are transferring:

Title of Your Account: \_\_\_\_\_

Account Number: \_\_\_\_\_ Name of Firm: \_\_\_\_\_

Address of Firm: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Broker Clearing #: \_\_\_\_\_

If your PFSI account is not the same type of account as the one you are transferring, you must complete the **Letter of Authorization (Section 7)** on the 2nd page of this form.

## 3. Type of Transfer:

- Brokerage Firm Transfer (Transfer All Assets In Kind)
- Liquidate All Assets and Transfer as Cash
- Partial Transfer (Skip to Section 4)
- Mutual Fund Company Transfer (Skip to Section 5)
- Non-ACAT Transfer (Transfer All Assets In Kind)

- Liquidate Annuity and Transfer as Cash
- Liquidate Certificates of Deposit IMMEDIATELY  
**I am aware of and acknowledge the penalty for early withdrawal.**
- Transfer Proceeds of Certificates of Deposit AT MATURITY  
**Submit transfer request 30 days prior to maturity.**

## 4. Partial Transfer: (Please specify the assets you wish to transfer, attach additional pages if needed.)

Quantity	Assets Description/Symbol	Transfer (Select One)
		<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate
		<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate
		<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate
		<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate
		<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate

## 5. Mutual Fund Company Transfer: (Use a separate form for each mutual fund company.)

Name of Fund Company: \_\_\_\_\_

Name of Fund/Symbol/Cusip	Transfer (Select One)	Fund Account #	Transfer (Select One)	Future Dividend (Select One)	Future Capital Gains (Select One)
	<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate		<input type="checkbox"/> All <input type="checkbox"/> # of Shares _____	<input type="checkbox"/> Reinvest <input type="checkbox"/> Pay in Cash	<input type="checkbox"/> Reinvest <input type="checkbox"/> Pay in Cash
	<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate		<input type="checkbox"/> All <input type="checkbox"/> # of Shares _____	<input type="checkbox"/> Reinvest <input type="checkbox"/> Pay in Cash	<input type="checkbox"/> Reinvest <input type="checkbox"/> Pay in Cash
	<input type="checkbox"/> Transfer in Kind <input type="checkbox"/> Liquidate		<input type="checkbox"/> All <input type="checkbox"/> # of Shares _____	<input type="checkbox"/> Reinvest <input type="checkbox"/> Pay in Cash	<input type="checkbox"/> Reinvest <input type="checkbox"/> Pay in Cash

## 6. Signature(s): (Please read and sign.)

If this account is a qualified retirement account, I have amended the applicable plan so that it names Penson Financial Services, Inc. (PFSI) as successor custodian. Unless otherwise indicated in the instructions above, please transfer all assets in my account to PFSI. I understand that to the extent any assets in my account are not readily transferable with or without penalties; such assets may not be transferred within the time frames required by NYSE Rule 412 or similar rule of the FINRA or other designated examining authority.

**Investrade Discount Securities**

I authorize you to liquidate any non-transferable proprietary money market fund assets that are part of my account and transfer the resulting credit balance to PFSI. I authorize you to deduct any outstanding fees due you 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 due you, I authorize you 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 your physical possession, I instruct you to transfer them in good deliverable form, including affixing any necessary tax waivers, to enable the successor custodian to transfer them into its name for the purpose of sale, when and as directed by me. I understand that upon receiving a copy this transfer instruction, you will cancel all open orders for my account on your books.

I affirm that I have destroyed or returned to you credit/debit cards and/or unused checks issued to me in connection with my securities account. I understand that you will contact me with respect to the disposition of any assets in my securities account that are non-transferable.

Primary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Secondary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE ATTACH A COPY OF YOUR MOST RECENT STATEMENT FOR THE ACCOUNT YOU ARE TRANSFERRING TO PENSON. WE CANNOT PROCESS YOUR REQUEST WITHOUT THE STATEMENT.**

**Letter of Acceptance**

To the prior Custodian/Trustee: Please be advised that Penson Financial Services, Inc. (PFSI) hereby accepts an appointment as successor custodian.

Successor Custodian/Trustee Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Successor Custodian Tax ID Number: \_\_\_\_\_ Date of Trust: \_\_\_\_\_

**7: Letter of Authorization: (Please complete if the type of account in Section 1 is different than Section 2.)**

**To Penson Financial Services, Inc.:**

I hereby authorize the following transfer of assets:

**Transfer From:**

Delivering Firm: \_\_\_\_\_ Account Number: \_\_\_\_\_

Account Title: \_\_\_\_\_

**Transfer To:**

PFSI Account Number: \_\_\_\_\_

Account Title: \_\_\_\_\_

Investment Representative's Name: \_\_\_\_\_ Office #: \_\_\_\_\_ Rep #: \_\_\_\_\_

I understand this transfer constitutes a change in ownership of the assets and that the new registered account holders will have exclusive rights to the assets.

Sincerely,

Primary Applicant Signature: **X** \_\_\_\_\_

Secondary Applicant Signature: **X** \_\_\_\_\_

**COMPLETION OF THIS FORM DOES NOT GUARANTEE ACCEPTANCE BY DELIVERING FIRM.**

<b>For Broker Use Only - Transfer Instructions:</b>		
<p><b>REGULAR MAILING INSTRUCTIONS:</b> Penson Financial c/o Broadridge Attn: Imaging &amp; Workflow Solutions P.O. Box 1348 Brentwood, NY 11717-4627</p>	<p><b>GNMA INSTRUCTIONS:</b> ABA: 021000018/QUICK</p> <p><b>TAX ID#:</b> 56-1673990</p>	<p><b>INCOMING WIRE INSTRUCTIONS:</b> JP Morgan Chase ABA 021000021 F/A Penson Financial Services A/C #066-6-00030 FFC: Customer A/C # and Customer Name</p>
<p><b>OVERNIGHT MAILING INSTRUCTIONS:</b> Penson Financial c/o Broadridge Attn: Imaging &amp; Workflow Solutions 1155 Long Island Ave. Edgewood, NY 11717</p>	<p><b>NSCC INSTRUCTIONS:</b> NSCC# 0158 PFSI</p>	<p><b>CREST SECURITIES:</b> Penson Financial Service Corp Crest ID 82XHJ</p>
<p><b>DTC INSTRUCTIONS:</b> #0158 PFSI FAO: Customer Acct # (Penson accepts PTD's and PTR's)</p>	<p><b>FNMA/FREDDIES/US TREAS INSTRUCTIONS:</b> ABA 021000018 Bank of New York/QUICK</p>	<p><b>MUTUAL FUND RE-REGISTRATION:</b> Penson Financial Services, Inc. FBO: _____ 1700 Pacific Avenue, Suite 1400 Dallas, TX 75201</p>
<p><b>PHYSICAL INSTRUCTIONS:</b> New York Window 55 Water St., 1st Floor A/C Penson Customer Acct # New York, NY 10041</p>	<p><b>AGENT ID/INSTITUTIONAL:</b> 89331</p> <p><b>FOREIGN SECURITIES INSTRUCTIONS:</b> Euroclear: #15110 Account: JP Morgan Chase London Reference: Penson Financial Services, Inc.</p>	<p><b>CHECKS:</b> PFSI: FBP (Client's name and acct number) Ridge Clearing and Outsourcing Solutions 1981 Marcus Avenue Lake Success, NY 11042</p>