TRADING DIRECT

# Letter of Authorization -Internal Transfer

Reset Form

This form is used to transfer funds/securities internally from one brokerage account to another brokerage account at the same introducing broker dealer. This form is not intended for and will not be honored to make withdrawals from IRA accounts.

## STEP 1: ACCOUNT INFORMATION

| Delivering (From) Account Number |
|---|
| Account Title |
| Account Title (cont'd.) |

| Receiving (To) Account Number |
|---|
| Account Title |
| Account Title (cont'd.) |

ACCOUNT ACTIVITY, SUCH AS RECENT DEPOSITS OR TRADING ACTIVITY, MAY DELAY THE TRANSFER PROCESS.

FOR ALL GIFT TRANSFERS, THE DATE OF GIFT IS THE DATE THE TRANSFER IS PROCESSED.

## STEP 2: TRANSFER INSTRUCTIONS – PLEASE SELECT TOTAL OR PARTIAL TRANSFER

☐ Total Transfer (All cash and securities)

☐ I am requesting to have the delivering account closed after the internal transfer occurs.

☐ Partial Transfer

☐ One time only (Default) ☐ Standing Instructions

☐ Cash – ☐ All
☐ Specify Amount $ _____

IRA Contributions Only
☐ Current Year ☐ Prior Year

☐ Securities – as described below, attach a separate signed spreadsheet if more space is needed

| Number of Shares | Description/Symbol |
|---|---|
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TOTAL TRANSFERS DO NOT NEED TO LIST THE SECURITIES BELOW. ALL CASH, SECURITIES AND OR DEBIT BALANCES WILL BE MOVED.

PARTIAL TRANSFERS MUST SPECIFY SECURITIES AND/OR CASH OR DEBIT BALANCE.

STANDING INSTRUCTIONS ARE VALID FOR ONE YEAR FROM SIGNATURE DATE BELOW. NOT AVAILABLE FOR IRA ACCOUNTS.

CONTRIBUTIONS TO AN IRA ACCOUNT MUST BE MADE IN CASH.

**Note: For third party transfers, please contact Trading Direct prior to executing form. If request is approved, form must be notarized. Notary Public, please sign/stamp & date below:**

## SIGNATURES – ALL ACCOUNT HOLDERS MUST SIGN BELOW

*By affixing my signature below, I represent to Axos Clearing LLC and my brokerage firm that the information contained above is truthful and accurate, and represents my instruction.*

| | | |
|---|---|---|
| Delivering Account Holder Signature ✘ | Print Name | Date |
| Delivering Account Holder Signature ✘ | Print Name | Date |
| Receiving Account Holder Signature ✘ | Print Name | Date |
| Receiving Account Holder Signature ✘ | Print Name | Date |

## SIGNATURE – GENERAL PRINCIPAL SIGNATURE

| | | |
|---|---|---|
| General Principal ✘ | Print Name | Date |

-ALL REGISTERED OWNERS ON YOUR BROKERAGE ACCOUNT ARE REQUIRED TO SIGN THE SAME FORM.
-FOR BUSINESS AND TRUST ACCOUNTS, SEPARATE SUPPORTING DOCUMENTATION CONFIRMING THE SIGNATURE AUTHORITY FOR THE BROKERAGE ACCOUNT IS REQUIRED.
- IF A DEBIT BALANCE IS BEING TRANSFERRED THE RECEIVING ACCOUNT OWNER(S) MUST ALSO SIGN.
-CONTRIBUTIONS MADE TO AN IRA OR ROTH IRA MUST BE SIGNED BY THE IRA OR ROTH IRA ACCOUNT HOLDER.
- ALL REQUESTS INVOLVING AN IRA ACCOUNT MUST BE SUBMITTED TO THE IRA DEPARTMENT FOR PROCESSING. ALL OTHER REQUESTS GO TO MARGINS.

Mail completed form(s) to: Trading Direct, 160 Broadway, Floor 7E, New York NY 10038.

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