Date Stamp
(Office use only)
REV. 4/9/14

VANTAGE®
Self Directed Retirement Plans

Roth Conversion

This is a fillable PDF form. To complete the form, click in an area and type.

Account Owner Information *(All information in this section is required)*

Name: ______________________ **Vantage Account #:** ______________________
First, Middle, Last

Address: ______________________ **Vantage Account (ROTH) #:** ______________________

City: ______________________ **State:** __________ **Zip:** __________

Social Security Number: ______________________ **Phone:** ______________________

Conversion Information

○ **In-Kind** *(A qualified third party appraisal is required for all In-Kind conversions)* ○ **Cash**

Choose One Of The Following:

○ **New Conversion:** *This is a conversion to a NEW Roth IRA.* *(A Vantage Account Application must be attached)*
○ **Existing Roth IRA:** *This is a conversion to an EXISTING Roth IRA.*

Choose One Of The Following:

○ **Full Conversion:** *Convert all assets and cash held in the above account.*
○ I would like Vantage to close my Traditional Account ——— INITIAL HERE

○ **Partial Conversion:** *Convert the assets indicated below.*

Asset Description (In-Kind or Cash)	Indicate Amount (Do Not Use Percentages)

Account Holder's Signature

I certify that the following statements are true and correct.

1. If applicable, I have taken my Required Minimum Distribution (RMD) separately during the year.
2. I understand that this type of transaction is reported to the Internal Revenue Service (IRS).
3. I am responsible for recordkeeping Roth IRA conversion information as directed by the IRS.
4. Administrator and Custodian has recommended that I consult with my tax advisor or the IRS before completing this transaction to make certain that this transaction is appropriate in my individual circumstances.

Vantage Retirement Plans, LLC ("Administrator") performs recordkeeping and administrative duties in connection with Account Owner's self-directed account ("the Account") on behalf of the custodian ("Custodian") as set forth in Account Owner's account application ("the Account Application"). The terms and conditions of this document are incorporated into the Account Application, and the terms and conditions of the Account Application are incorporated herein.

THIS CONVERSION WILL NOT BE PROCESSSED WITHOUT THE ASSET APPRAISAL AS NEEDED.

NOTE: Please allow Vantage two (2) business days to complete your request. Documents recieved after 2pm will be considered as recieved the next business day.

Account Owner's Signature: ______________________ **Date:** __________

20860 N Tatum Blvd, Ste 240, Phoenix, AZ 85050 **VantageIRAs.com** Phone: 480.306.8404 | Fax: 480.306.8408