

Forward To: First Trust Retirement, c/o DST Systems, Inc.

**PLEASE PRINT OR TYPE**

**Regular Mail**  
PO Box 219731  
Kansas City, MO 64121-9731  
855-387-3847

**Overnight Delivery**  
Mail Stop: Greenbacker  
Renewable Energy Company, LLC  
430 West 7th Street  
Kansas City, MO 64105-1407

**IMPORTANT INFORMATION:**  
Please check with your current custodian for their Transfer/Rollover Requirements.

**1. NAME & ADDRESS**

IRA Owner Name	Social Security Number	Account Number
Address	City / State / Zip	Phone Number

**2. CURRENT CUSTODIAN NAME & ADDRESS**

Funds are staying with First Trust Retirement as Custodian, changing investments only. (Please provide investment name & account number.)

Current Custodian Name	Current Custodian Phone Number	Current Product Sponsor Name/Fund Number
Current Custodian Address	City / State / Zip	Account # to be transferred

**3. TYPE OF TRANSFER / ROLLOVER**

- Transfer from Traditional IRA
- Transfer from SEP IRA
- Transfer from Roth IRA
- Rollover from a Qualified Plan, SIMPLE IRA, 401(k), 403(b) or Profit Sharing Plan\*  
\*Your employer may require additional forms to process your request.
- Custodian specific form included. FTR will include with the Letter of Acceptance sent to resigning custodian. (This alerts FTR to include required additional documentation.)

Are any of these funds/assets from an Inherited Account?  
 Yes  No

**4. TRANSFER INSTRUCTIONS TO CURRENT CUSTODIAN (check all that apply)**

- Transfer Account listed in Step 2 and liquidate additional cash proceeds (If applicable). Select this option for moving assets out of the current investment, either to First Trust Retirement (FTR) as a new custodian or staying with FTR.  
(Please issue a check payable to First Trust Retirement)  
Amount to liquidate:  All  Partial liquidation of \$ \_\_\_\_\_
- Transfer in Kind Account listed in Step 2 and liquidate additional cash proceeds (If applicable). Select this option for a Transfer in Kind staying with the current investment that is changing custodians only.  
(Please issue a check payable to First Trust Retirement)  
Amount to transfer:  All  Partial amount of \$ \_\_\_\_\_
- Transfer funds from existing Undirected Cash Account.  
Amount to transfer:  All  Partial amount of \$ \_\_\_\_\_

**5. SIGNATURE REQUIRED**

IRA Owner Signature	Date	Medallion Signature Guarantee if required by Current Custodian Listed in Step 2
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**FOR INTERNAL USE ONLY**

Acceptance of Rollover/Transfer/Conversion by First Trust Retirement:

By: James F. Dobbie \_\_\_\_\_  
First Trust Retirement Authorized Signature Date

