

# INDIVIDUAL RETIREMENT TRANSFER OF ASSETS FORM

Please complete this form only if you are transferring assets directly to a new or existing Sierra Mutual Funds Name IRA, converting from a Traditional IRA to a Roth IRA, transferring from an existing Roth IRA, rolling over a Roth IRA, or you are requesting a direct rollover from an employer sponsored plan. Please complete a separate form for each IRA you wish to transfer or for each qualified plan you are directly rolling over. If you are establishing a new Sierra Mutual Funds Name IRA, this form must be preceded or accompanied by a completed Individual Retirement Custodial Account Adoption Agreement. Transfers may take 3 to 5 weeks to complete after your paperwork is received in good order.

#### For Additional Copies or Assistance

If you need additional copies of this form, or would like assistance completing it, please call the Sierra Mutual Funds Name at **(866) 738-4363**.

#### **Instructions**

- If you are establishing a new Sierra Mutual Funds Name IRA, this form must be preceded or accompanied by a completed Individual Retirement Account Adoption Agreement.
- Mail this Transfer Form to:
   Sierra Mutual Funds
   PO Box 541150
   Omaha, NE 68154

Overnight Delivery:
Sierra Mutual Funds
4221 N 203<sup>rd</sup> Street, Suite 100
Elkhorn, NE 68022

Retain a copy for your records.

1. ACCOUNT REGISTRATION		
Please provide your primary legal address, in addition to any ma	iling address (if different).	
Owner's Name (First, Middle, Last)	Social Security Number	
Street Address	Date of Birth	
City, State, Zip	Daytime Telephone	
Email Address	Evening Telephone	
☐ This is a new IRA account with the Sierra Mutual Funds Nan transfer form.	ne. I have completed and enclosed an IRA Application with this	
$\ \square$ This is an existing IRA. Please apply transfer proceeds to my	y account number:	
2. CURRENT IRA CUSTODIAN/TRUSTEE INFOR	RMATION	
Name of Current Custodian or Trustee	Account Name	
Street Address	Account Number	
City, State, Zip	Telephone Number of Current Custodian	

Please attach a copy of the most recent statement for this account.

#### 3. TRANSFER INFORMATION

Please transfer assets from the above account to Constellation Trust Company. Transfer should be according to the following instructions:

This transfer is a: (check one)	The type of account I am transferring from is a: (check one)
□ Full Transfer. Please liquidate all assets in my account.  □ Partial Transfer Liquidate\$ from my account.  □ Transfer in kind:  Please transfer shares of (Fund Name)	<ul> <li>□ Traditional IRA</li> <li>□ Rollover IRA</li> <li>□ SEP IRA</li> <li>□ Roth IRA</li> <li>□ Roth Conversion IRA</li> <li>□ SIMPLE IRA</li> <li>□ Qualified Retirement Plan</li> <li>□ 403 (B) Plan/Tax Shelter Annuity</li> <li>□ Coverdell ESA</li> <li>□ Inherited Traditional IRA</li> <li>□ Inherited ROTH IRA</li> </ul>
This transfer should be made: (check one)	The type of account I am transferring to is a: (check one)
☐ Immediately ☐ Upon maturity (if applicable). Maturity date is: (Please return this form 2 weeks prior to maturity)	☐ Traditional IRA ☐ Rollover IRA ☐ SEP IRA ☐ Roth IRA ☐ Roth Conversion IRA ☐ SIMPLE IRA ☐ 403 (B) Plan ☐ Coverdell ESA ☐ Inherited Traditional IRA ☐ Inherited ROTH IRA
I understand that the requirements for a valid transfer to a Trad have the responsibility for complying with all requirements and fo	
4. TAX WITHHOLDING ELECTION	
Please complete this section only if you are transferring from another	ther type of IRA to a Roth IRA
Under IRA rules, a transfer of a Traditional IRA, SEP IRA or SIMI distribution of taxable amounts in the other IRA. IRS rules also re for federal income taxes unless no withholding has been elected. for more information. State tax withholding may also apply if fed	quire the custodian to withhold $10\%$ of the conversion amount See IRS Publication 505, "Tax Withholding and Estimated Tax"
$\ \square$ No income tax withholding $\ \square$ Withhold 10% for in	ncome tax    Withhold% for income tax

Important: Withholding income taxes from the amount transferred (instead of paying applicable income taxes from another source) may adversely impact the expected financial benefits of transferring from another IRA to a Roth IRA (consult your financial advisor if you have a question). Because of this impact, by electing to convert a Traditional IRA to a Roth IRA, you are deemed to elect no withholding unless you check the box above. In so doing, by signing this form, you acknowledge that you may be required to pay estimated tax and that insufficient payments of estimated tax may result in penalties.

#### 5. CERTIFICATIONS AND SIGNATURES

I certify to the current IRA custodian or trustee that I have established a successor Individual Retirement Custodial Account meeting the requirements of the Internal revenue Code to which assets will be transferred, and I certify to Constellation Trust Company that the account from which assets are being transferred meets the requirements of the Internal Revenue Code and that the transfer satisfies the requirements for nontaxable transaction. The Internal Revenue Service does not require your consent to any provision of this document other than the certification required to avoid backup withholding.

Medallion Signature Guarantee\* (if required):

guarantee may result in a delay in the transfer of assets.

Some Custodians/Trustees require a signature guarantee to transfer

assets. Please check with your Custodian/Trustee to see if they require

a medallion signature guarantee. Failure to obtain a required signature

IRA account Owner's Signature

\*A signature guarantee can be obtained from a bank, broker-dealer, a credit union, a national securities exchange, savings association or other financial intermediaries that are members of an Approved Medallion Guarantee Program. A signature by a Notary Public is not acceptable as a signature guarantee.

#### 6. CUSTODIAN ACCEPTANCE

Constellation Trust Company agrees to accept the transfer of the above amount for deposit in a Constellation Trust Company Individual Retirement Custodial Account for the individual set forth in Section 1 of this form and requests the transfer of assets as indicated above.

Accepted by:\_\_\_\_\_\_ Date:\_\_\_\_\_

#### 7. TRANSFER INSTRUCTIONS

# Make check payable to:

Sierra Mutual Funds Name

FBO: \_\_\_\_\_\_

Account Number:

#### Mail to:

Date

**Sierra Mutual Funds Name** 

PO Box 541150 Omaha, NE 68154 or Via Overnight Delivery 4221 N. 203<sup>rd</sup> Street, Suite 100

#### **TO CONTACT US:**

Elkhorn, NE 68022

**By Telephone**Toll-free **(866) 738-4363**Fax **402-963-9094** 

Internet

https://www.sierramutualfunds.com/

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## PRIVACY NOTICE

# NORTHERN LIGHTS FUND TRUST

Rev. February 2014

<b>FACTS</b>
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### WHAT DOES NORTHERN LIGHTS FUND TRUST DO WITH YOUR PERSONAL INFORMATION?

# Why?

Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some, but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.

## What?

The types of personal information we collect and share depends on the product or service that you have with us. This information can include:

- Social Security number and wire transfer instructions
- account transactions and transaction history
- investment experience and purchase history

When you are no longer our customer, we continue to share your information as described in this notice.

# How?

All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons Northern Lights Fund Trust chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information:	Does Northern Lights Fund Trust share information?	Can you limit this sharing?
For our everyday business purposes - such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus.	YES	NO
For our marketing purposes - to offer our products and services to you.	NO	We don't share
For joint marketing with other financial companies.	NO	We don't share
For our affiliates' everyday business purposes - information about your transactions and records.	NO	We don't share
For our affiliates' everyday business purposes - information about your credit worthiness.	NO	We don't share
For nonaffiliates to market to you	NO	We don't share

**QUESTIONS?** Call 1-402-493-4603

# PRIVACY NOTICE

# NORTHERN LIGHTS FUND TRUST

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What we do:	
How does Northern Lights Fund Trust protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.
	Our service providers are held accountable for adhering to strict policies and procedures to prevent any misuse of your nonpublic personal information.
How does Northern Lights Fund Trust collect my personal information?	<ul> <li>We collect your personal information, for example, when you</li> <li>open an account or deposit money</li> <li>direct us to buy securities or direct us to sell your securities</li> <li>seek advice about your investments</li> </ul>
	We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.
Why can't I limit all sharing?	<ul> <li>Federal law gives you the right to limit only:</li> <li>sharing for affiliates' everyday business purposes – information about your creditworthiness.</li> <li>affiliates from using your information to market to you.</li> <li>sharing for nonaffiliates to market to you.</li> </ul>
	State laws and individual companies may give you additional rights to limit sharing.

Definitions		
Affiliates	Companies related by common ownership or control. They can be financial and nonfinancial companies.  • Northern Lights Fund Trust does not share with our affiliates.	
Nonaffiliates	Companies not related by common ownership or control. They can be financial and nonfinancial companies.  • Northern Lights Fund Trust does not share with nonaffiliates so they can market to you.	
Joint marketing	A formal agreement between nonaffiliated financial companies that together market financial products or services to you.  • Northern Lights Fund Trust doesn't jointly market.	