



IRA Internal Asset Movement Request Form

Purpose: Use this form to request a movement of assets between eligible retirement accounts held exclusively at DriveWealth. Funds requested via this form will NOT be distributed outside of DriveWealth.

Please complete all applicable sections clearly. Review the "Important Information & Disclosures" section before signing.

Section 1: Account Holder Information

Full Name		SSN/ITIN	
E-mail Address		Date of Birth	
Home Address		Phone Number	
Account Type	[] Traditional IRA [] Roth IRA	Account Number	

Section 2: Transaction Type

Select the type of internal movement you are requesting (Choose ONE):

- Account Transfer:** Directly move assets within DriveWealth between compatible accounts (e.g., Traditional IRA to Traditional IRA, Roth IRA to Roth IRA). This is typically non-taxable.
- Recharacterization:** Reclassify a contribution (plus net income attributable) made for a specific tax year from one type of IRA to another within DriveWealth (e.g., Roth IRA contribution to Traditional IRA). Must follow IRS deadlines.
- Roth Conversion:** Transform assets from a Traditional IRA or into a Roth IRA within DriveWealth. This creates a taxable event in the current year.

Section 3: Transaction Details (Select ONE)

A. Account Transfer within DriveWealth

Ensure Source and Destination account types are compatible for a non-taxable movement (e.g., Traditional IRA to Traditional IRA, Roth IRA to Roth IRA).

Source	[] Traditional IRA [] Roth IRA	Destination	[] Traditional IRA [] Roth IRA
Source Account No.		Destination Account No.	
Transfer Instructions:			
<input type="checkbox"/> Full Account Balance: Transfer all assets. (If transferring in-kind, all eligible assets will be transferred. If cash is preferred, all assets will be liquidated and cash transferred, subject to market conditions.)			
<input type="checkbox"/> Partial Amount (Cash Only): \$ _____ If sufficient cash is not available, proceed to Section 4 (Asset Liquidation).			
<input type="checkbox"/> Specific Assets (In-Kind Transfer): Transfer only the assets listed in Section 4.			

B. Recharacterization Details

This reclassifies a contribution plus net income attributable (NIA). You are responsible for calculating NIA based on IRS rules. Ensure this request meets IRS deadlines (typically your tax filing deadline, including extensions, for the contribution year).

Original Contribution Type	[] Traditional IRA [] Roth IRA
Original Account Number	
Original Contribution Tax Year	[] Current Year [] Prior Year
Original Contribution Date	_____/_____/_____
Original Contribution Amount	\$ _____
Net Income Attributable (NIA)	\$ _____ <small>Note: NIA = (Contribution Amount x (Adjusted Closing Balance – Adjusted Opening Balance) / Adjusted Opening Balance)</small>
Recharacterize as	[] Traditional IRA [] Roth IRA
Destination Account Number	

C. Roth Conversion (Within DriveWealth)

Taxable Event: Conversions are generally included in your taxable income.

Source Account	<input type="checkbox"/> Traditional IRA	Destination Account	<input type="checkbox"/> Roth IRA
Source Account No.		Destination Account No.	

Conversion Amount (Cash Only):

Full available cash balance of the source Traditional IRA.
If assets need to be sold, complete Section 4.

Partial Amount: \$_____

If sufficient cash is not available or if specific assets must be sold to fund this amount, proceed to Section 4 (Asset Liquidation).

RMD Acknowledgment (ONLY if age 73+)

I acknowledge that if I have reached the age requiring Required Minimum Distributions (RMDs) from this IRA (generally age 73 or 75, depending on my date of birth), any RMD amount due for the current year (and any prior years) has been or will be distributed before this rollover/conversion is processed. I understand that RMD amounts themselves are not eligible for rollover or conversion.

Tax Election for Roth Conversion (Within DriveWealth)

Federal Income Tax Withholding:

- Do NOT withhold Federal Income Tax** - You may be responsible for estimated tax payments and could incur penalties if insufficient tax is paid during the year. This option is generally not available for payments delivered outside the U.S.
- Withhold 10% of the gross taxable amount.** (This is the default for eligible rollover distributions not directly rolled over.)
- Withhold _____% of the gross taxable amount.** (Enter a whole percentage, e.g., 15%. Cannot be less than 10% for certain payments like eligible rollover distributions unless you elect \$0 withholding where permitted.)

State Income Tax Withholding:

State tax rules vary. Withholding may be mandatory in your state if federal tax is withheld, or if you reside in certain states. If you do not make an election, we will withhold according to your state's requirements, if any.

- Do NOT withhold State Income Tax.** (If permitted by your state of residence.)
- Withhold _____% of the gross taxable amount.** (Enter a whole percentage, if permitted by your state.)
- Withhold based on my state's mandatory/default rules.**

Section 5: Important Information & Disclosures

- **Consult Your Tax Advisor:** DriveWealth and its affiliates do not provide tax, legal, or investment advice. The information herein is for informational purposes only. The tax consequences of IRA transactions can be complex. You are strongly encouraged to consult with a qualified tax professional before initiating any transaction.
- **Account Holder Responsibility:** You are solely responsible for determining your eligibility for the transaction requested, ensuring compliance with all applicable IRS rules and regulations (e.g., contribution limits, income limitations, rollover/conversion rules, recharacterization deadlines, RMDs), the accuracy of all information provided, and any tax liabilities, penalties, or consequences arising from this transaction.
- **Irrevocability & Deadlines:** Roth IRA conversions are generally irrevocable under current IRS rules. Recharacterizations must typically be completed by your tax filing deadline (including extensions) for the year of the original contribution. You are responsible for verifying and meeting all applicable deadlines.
- **Valuation of Assets:** Assets involved in conversions, transfers, or recharacterizations will be valued as of the time DriveWealth processes the transaction, which may differ from values at the time of your request. DriveWealth is not liable for market fluctuations.
- **Net Income Attributable (NIA) for Recharacterizations:** For recharacterizations (Section 3B), DriveWealth will calculate the required net income (or loss) attributable to the contribution being recharacterized, based on IRS regulations. This calculated NIA will be moved along with the contribution amount.
- **Required Minimum Distributions (RMDs):** If you are subject to RMDs (generally age 73 or older), you must satisfy your RMD for the year *before* processing a Roth conversion or rollover from a pre-tax account (Traditional IRA). RMD amounts cannot be converted or rolled over. You acknowledged this in Section 3 if applicable.
- **Tax Withholding (Conversions):** If you elect tax withholding for a Roth conversion (Section 3C), the withheld amount will be sent to the IRS and will reduce the net amount converted into your Roth IRA. You are responsible for any taxes due beyond the withheld amount.
- **IRS Form W-4R:** A copy of IRS Form W-4R, "Withholding Certificate for Nonperiodic Payments and Eligible Rollover Distributions," is available on the IRS website: <https://www.irs.gov/pub/irs-pdf/fw4r.pdf>. This form provides additional information to help you make an informed withholding decision.

Section 6: Certification and Authorization

Under penalties of perjury, I certify that:

1. The Social Security Number or Taxpayer Identification Number shown in Section 1 is correct.
2. I am a U.S. person (including a U.S. resident alien), unless otherwise indicated via appropriate IRS Form W-8.
3. All information provided on this form is true, complete, and accurate to the best of my knowledge.
4. I have read, understood, and agreed to all terms, conditions, and disclosures outlined in this Request Form, including those in Section 5.
5. I authorize DriveWealth to act on the instructions provided herein, including liquidating assets as directed (if applicable), calculating and moving NIA for recharacterizations, processing the requested conversion, transfer, or recharacterization between my specified DriveWealth accounts, and processing any elected tax withholding.
6. I release and agree to indemnify and hold harmless DriveWealth, its affiliates, officers, and employees from any liability, claims, losses, damages, or expenses (including legal fees) arising from acting on these instructions, provided they are executed with reasonable care and in accordance with this authorization. This includes any adverse tax consequences or penalties resulting from this transaction.
7. No tax or legal advice has been provided to me by DriveWealth. All decisions regarding this transaction are my own, made potentially in consultation with my own advisors.

Signature of Account Holder:

Print Name of Signatory:

Date (MM/DD/YYYY):

Submit Completed Form To Your IRA Provider