



Authorization to Take Action / Sale of Asset

Processing Options

Select an option below. If no option is selected, Directed IRA will process your request as normal (within 3 business days). I understand that if my account does not have sufficient funds, my transaction may not be processed. Processing cannot begin until all Investment Documents have been received and determined to be in good order.

- Next-Day Service (\$150) – Must be received by 4pm MST Same-Day Service (\$250) – Must be received by 10am MST

1. Account Owner Information

First Name: _____ MI: _____ Last Name: _____
Last 4 of SSN: _____ Date of Birth: ____/____/____ Phone Number: _____
Directed IRA Account Number: _____ Account Type: _____

2. Action to Take

Please select and complete one of the options below. Additional fees may apply.

- Option 1:** Sell the following asset (documentation attached)

If you are selling real estate, please also include the Real Estate Authorization form.

Asset Name: _____ Amount: _____
*Must match documents

- Option 2:** Extend/Modify the Terms of an Investment/Loan (documentation attached)

Asset/Borrower Name: _____ Original Investment/ Loan Amount: _____

- Option 3**

IRS Form 990-T Submission File/Make Federal UBIT Payment in the amount of \$ _____

- Option 4**

Execute and Deliver Documents

Asset Name: _____ Asset Number: _____

3. Titling of Investments

Your retirement account is considered the legal owner of your investment. All documents must reflect this ownership. Failure to title the asset correctly may cause delays and/or tax consequences. The correct titling for all investment documents should be as follows: **Directed Trust Company FBO (your name) (account type). For example, Directed Trust Company FBO John Smith IRA, or Directed Trust Company FBO John Smith Roth IRA, or Directed Trust Company FBO John Smith HSA, etc.**

4. Documents to Process

Please list the documents you require Directed Trust Company to sign on your behalf.

Document 1: _____ Document 2: _____
Document 3: _____ Document 4: _____

5. Document Forwarding Instructions

A copy of the signed documents will be scanned and emailed to you and the individual listed below in accordance with our document handling policy. Please refer to the Investment Documentation section of your account's Custodial Agreement and Disclosures for more information about how documents are stored at the Custodian.

Recipients Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Additional Instructions/Notes: _____

- Regular Mail
- Overnight Mail (Charge my Directed IRA Account)
- Overnight Mail (Send via 3rd party billing): FedEx or UPS Account Number: _____
- Email to: _____ ATTN: _____
- Fax Number: _____

6. Acknowledgement & Signature

My account is self-directed and I, alone, am responsible for the selection, due diligence, management, review, and retention of all investments in my account. I agree that Directed Trust Company (Tradename, Directed IRA), the Custodian and Administrator, is not a "fiduciary" for my account, as the term is defined in the Internal Revenue Code, ERISA or any other applicable federal, state or local laws. I understand and acknowledge that by instructing Directed Trust Company to execute any investment documents on behalf of my account, any obligations, declarations, duties, responsibilities, or liabilities contained in such investment documents strictly pertain to me, as the account owner, and shall not apply to Directed Trust Company in any capacity, as Directed Trust Company is solely the passive, directed custodian for my account and acts only pursuant to my written instruction. I acknowledge and confirm that I have received, read and understand each of the disclosures for my account(s) and direction(s) of investment, and consent and agree to the terms and condition contained therein.

By signing below, I hereby direct Directed Trust Company, in its passive capacity, to enact this transaction for my account by signing on behalf of my account where indicated in the investment documents and hereby release, indemnify, and agree to hold harmless and defend Directed Trust Company in the event that this transaction violates any federal or state law or regulation, results in litigation, or otherwise results in disqualification, penalty, fine, or tax imposed upon me, my account, or Directed Trust Company. Please note that we are unable to process the Direction of Investment Form containing electronic signatures of any kind.

➤ _____
Account Owner Signature

Date

INVESTMENTS: NOT FDIC INSURED ■ NO GUARANTEE ■ MAY LOSE VALUE

[Secure File Upload](#)

Email Forms to:
Clients@directedira.com

Send Mail to:
3033 N. Central Ave. Ste. 415
Phoenix, AZ 85012

Fax:
(602) 899-9641

Directed IRA is a tradename of Directed Trust Company, an Arizona Corporation