

Traditional to Roth Conversion Form

Note: Use this form to convert your current IRA assets to a Roth IRA. For new account or partial conversions, you must submit this form with a completed IRA application. If converting an existing IRA with New Direction IRA, you will also need to complete a fair market valuation of all assets held by the IRA, which are to be converted. For a complete conversion, submit this form only. Please note that this may be a taxable event. For a rollover of plan, complete rollover certification form.

1. YOUR INFORMATION

Your Name:		New Direction Account Number:	
Social Security Number:	Email Address:		Phone Number:
Legal Address:	City:	State:	Zip:

2. CONVERSION INFORMATION

Choose one of the following:

- New Conversion (This is a conversion to a NEW Roth conversion IRA. An IRA Application must be attached.)
- Existing Roth IRA (This is a conversion to an EXISTING Roth Conversion IRA.)

Choose one of the following:

- Full Conversion (Convert all assets held in the above account.)
- Partial Conversion (Convert the assets indicated below. An IRA application must be attached.)

Form of conversion:

- Cash Conversion \$ _____
- In-Kind Conversion (asset description) _____

3. SIGNATURE

I certify that the following statements are true and correct.

- This conversion contribution is being made within 60 days after my receipt of funds from my traditional plan or employer sponsored plan.
- During the year of this conversion, my adjusted gross income will not exceed \$100,000 (not including the converted amount or any required minimum distribution) and I am not a married person filing a separate Federal income tax return.

The undersigned hereby irrevocably elects, pursuant to IRS Regulation 1.402(a)(5)-1T to treat this contribution as a rollover contribution. I acknowledge that, due to the complexities involved in the tax treatment of roll overs between plans, conversions from plans, and roll overs from a Designated Roth Account under an employer's plan, the Trustee/Custodian has recommended that I consult with my tax advisor or the IRS before completing this transaction to make certain that this transaction qualifies as a valid contribution and is appropriate in my individual circumstances. I understand that these transactions are reported to the IRS and I acknowledge that I am responsible for keeping records and information pertaining to any Roth IRA contribution as directed by the IRS. I hereby release the Custodian and the Administrator from any claim for damages on account of the failure of this transaction to qualify as a valid rollover contribution or conversion.

Signature: _____ Date: _____