

**For Internal Use Only**

Branch No.

Account No.

FA/PWA No.

**Morgan Stanley**

# Account Transfer Form Clearing Number: 0015

Please use a separate form for each account you are transferring. Please attach a copy of your most recent account statement.

## A. To Be Completed By The Branch

**Account Type** (Please check one)

- ☐ Basic Retail Account (non-retirement) ☐ IRA or SEP ☐ Simple IRA ☐ Roth IRA  
☐ VIP Money Purchase or Profit Sharing Plan ☐ Education Savings Account ☐ Qualified Plan (401k) ☐ Other \_\_\_\_\_

**Transaction Type** (Please check one)

- ☐ Account Transfer ☐ Direct Rollover

(You are transferring assets as part of an eligible distribution from a Qualified Retirement Plan, IRA, 403(b) or Government 457 Plan to a Qualified Retirement Plan or IRA custodied with Morgan Stanley Smith Barney LLC ("Morgan Stanley"). The amount transferred will be reported to the IRS by the transferring plan as a distribution and reported by Morgan Stanley as a rollover contribution.

## B. Information About Your Morgan Stanley Account (Required)

ACCOUNT TITLE

SOCIAL SECURITY OR TAXPAYER ID NUMBER

ACCOUNT NUMBER

FA/PWA NUMBER

## C. Information About The Account You Are Transferring (Required)

CARRYING ORGANIZATION

CLEARING NUMBER

STREET ADDRESS (PLEASE INCLUDE CITY, STATE AND ZIP CODE)

ACCOUNT TITLE

ACCOUNT NUMBER

RESIGNING CUSTODIAN OR TRUSTEE NAME AND ADDRESS IF DIFFERENT FROM CARRYING ORGANIZATION (PLEASE INCLUDE CITY, STATE AND ZIP CODE)

## D. Brokerage, Mutual Fund, Annuities or Bank Securities Transfer (Required—Please choose Either box 1, 2, 3 or 4)

- ☐ I wish to transfer my entire account In-Kind (Please note—Annuities are not transferable via ACATS. The Morgan Stanley Financial Advisor or Private Wealth Advisor must contact Morgan Stanley Insurance Operations at 800-490-5412 to initiate the annuity transfer process.)
- ☐ I wish to liquidate all assets and transfer proceeds ☐ Check or ☐ Wire transfer (a fee may be assessed) (Please note—Morgan Stanley does not guarantee when or if the delivering firm will liquidate assets. Therefore, we recommend that you liquidate assets at the delivering firm and then submit this form by selecting option 1—"I wish to transfer my entire account In-Kind" to have the cash proceeds transferred.)
- ☐ Partial Transfer—I wish to transfer assets In-Kind or liquidate and transfer proceeds for only the assets indicated below. (Please attach an additional sheet if necessary.)

ACCOUNT TRANSFER FORM CLEARING NUMBER: 0015  
(08/2013)

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**Description of Assets****Symbol or CUSIP****Number of Shares or 'All'****Type of Transfer**☐ In-Kind ☐ Liquidate☐ In-Kind ☐ Liquidate☐ In-Kind ☐ Liquidate4. ☐ For CD Transfers ONLY (Please check one)☐ Liquidate at Maturity (Maturity Date: \_\_\_\_\_) (MM/DD/YY) (Please submit 2–3 weeks prior to maturity date)☐ Liquidate Immediately. I am aware of and acknowledge the penalty I will incur from any early withdrawal.**DELIVERING BROKER: Refer to reverse side for delivery instructions. Subject to the by-laws and rules of the N.S.C.C.****E. Please Read Carefully And Sign This Section**

If this account is a qualified retirement account and the delivering firm is trustee or custodian of the plan, I have amended the applicable plan so that it names Morgan Stanley Smith Barney LLC as successor custodian. Unless otherwise indicated in the instructions above, please transfer all assets in my account to Morgan Stanley. I understand that to the extent any assets in my account are not readily transferable, with or without penalties, such assets may not be transferred within the time frames required by NYSE Rule 412 or similar rule of the NASD or other designated examining authority.

Unless otherwise indicated in the instructions above, I authorize you to liquidate any nontransferable proprietary money market fund assets that are part of my account and transfer the resulting credit balance to Morgan Stanley. I authorize you to deduct any outstanding fees due you from the credit balance in my account. If my account does not contain a credit balance, or if the credit balance is insufficient to satisfy any outstanding fees due you, I authorize you to liquidate the assets in my account to the extent necessary to satisfy that obligation. I understand that if I choose a method of disposition of assets in a retirement account other than liquidate and transfer, I may become liable for the payment of taxes and penalties with respect to such assets.

For annuity custodial assignment changes, the owner and the beneficiary of the annuity contract will be changed to reflect Morgan Stanley C/F "client." By changing Morgan Stanley to the custodian of my annuity contract, I understand and agree to the following: 1) The change of ownership will be processed as a trustee-to-trustee transfer, 2) All future requests for service to this contract will require an authorization from Morgan Stanley, 3) All proceeds from this contract will be deposited directly into my IRA account, and 4) The beneficiary on this contract will be listed as Morgan Stanley as the custodian on my behalf.

I understand that you will contact me with respect to the disposition of any assets in my account that are non-transferable. If certificates or other instruments in my account are in your physical possession, I instruct you to transfer them in good deliverable form, including affixing any necessary tax waivers, to enable Morgan Stanley to transfer them in its name for the purpose of sale, when and as directed by me.

I understand that upon receiving a copy of this transfer instruction, you will cancel all open orders for my account on your books. I also affirm that I have destroyed or returned to you credit/debit cards and/or unused checks issued to me, if any, in connection with my securities account.

CLIENT SIGNATURE

DATE (MUST BE COMPLETED)

Medallion Signature Guarantee

JOINT ACCOUNT HOLDER SIGNATURE

DATE (MUST BE COMPLETED)

Letter of Acceptance—To the prior custodian/trustee of the retirement account designated for transfer:

Please be advised that Morgan Stanley Smith Barney LLC does hereby accept appointment as successor custodian.

AUTHORIZED SIGNATURE (OPERATIONS)

DATE

MORGAN STANLEY FINANCIAL ADVISOR/PRIVATE WEALTH ADVISOR (PLEASE PRINT NAME)

ACCOUNT TRANSFER FORM CLEARING NUMBER: 0015  
(08/2013)

ATSATFF

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PAGE 2 OF 3  
NY CS 7630717 08/13

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**Delivery Instructions (All deliveries must include Client Name and Morgan Stanley Account Number).**

For **ACATS and Non-ACATS** transfer related inquiries, please call Morgan Stanley's Account Transfer Services at 866-231-9849.

For **Annuity** transfer related inquiries, please call Morgan Stanley's Insurance Operations at **800-490-5412**.

**All checks and dividends must be made payable to:**

Checks being mailed regular Mail:

Morgan Stanley Smith Barney LLC

FBO:

A/C Number:

Attn: Account Transfer Check Processing

P.O. Box 13875

Philadelphia: PA 19101-3875

Overnight Mail Address:

Morgan Stanley Smith Barney LLC (Global Banking Operations)

FBO:

A/C Number:

1300 Thames Street, Wharf, 4th Floor

Baltimore, MD 21231

Attn: Banking Middle Office

**Or remit payment DIRECTLY to branch at the following address:**

Morgan Stanley Smith Barney LLC

**DTC Eligible Securities:**

DTC Clearing Number 0015

FBO

A/C Number:

**Physical Stock Deliveries:**

Morgan Stanley Smith Barney LLC

1 New York Plaza, 39th Floor

New York, NY 10004

**Fed Fund Wire Instructions:**

ABA Number: 021000089

Bank: Citibank, New York

For Benefit of Morgan Stanley Smith Barney LLC

Beneficiary Account: 40611172

For Further Credit To: (A/C Number and Customer Name)

**Options:**

OCC Number 015:

Tax ID Number: 26-4310632

**Open End Mutual Funds:**

Re-register all full and fractional shares as follows:

Please transfer these shares to a pre-established fund account.

The account number to reference for transfer is the Morgan Stanley brokerage account number from the front of the form listed under section B.

If a fund account is not established, please contact Account Transfers Services at 866-231-9849 option #4.

*Also change Broker/Dealer information to Morgan Stanley Smith Barney LLC. Broker 0015*

**Fed Book Entry Deliveries for Government and Mortgage-Backed Securities:**

ABA Number: 021000018

BK of NYC/MSACAT

A/C Number:

**Limited Partnerships Public**

Attn: Limited Partnership Processing Dept.

1 New York Plaza, 39th Floor

New York, NY 10004

**Public/Private Placements**

Attn: Public/Private Placement Processing Dept.

1300 Thames Street, 6th Floor

Baltimore, MD 21231

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ACCOUNT TRANSFER FORM CLEARING NUMBER: 0015  
(08/2013)

PAGE 3 OF 3  
NY CS 7630717 08/13