



There is no need to value Notes and Precious Metals. Do NOT send in this form to value Notes and Precious Metals. For your annual valuation to be reflected on the year-end statement of the current year, this form must be submitted by January 10th of the following year.

1. PERSONAL INFORMATION (*required field)

Should IRA Services need to contact you in regards to this request, your preferred method of contact is:

Email

Primary Phone

First Name*	Middle Name	Last Name*
Account Number*	Social Security Number* (last 4 digits)	Date of Birth* (MM/DD/YYYY)
Phone* XXX-XXX-XXXX	Email (Your personal email only)	

2. INSTRUCTIONS (Please review these instructions prior to completing this form)

The custodian is required to report annually the Fair Market Value (FMV) of your Account to the Internal Revenue Service. Under the custodial agreement you may provide or we may request that you provide the information to accomplish this requirement. To provide this information, you must complete this form, sign, date and return it us at the address above. You should complete the document as follows:

- Complete Section 1. Enter the name of the Asset in Section 3, (if available use the name on your most recent statement, use multiple forms if more than one Asset). Enter the Fair Market Value of the asset in Section 3 below.
- The Fair Market Value is the price at which the asset would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of relevant facts about the asset. The Fair Market Value may be an estimate of the value, but you are solely responsible for any such estimate and any tax consequences arising there from.
- If your account is a partial owner of the Asset, the Fair Market Value you enter below MUST reflect ONLY the Fair Market Value of that portion of the Asset which is owned by your account.
- **If you are providing this Fair Market Value for purposes of valuing your Asset/Account in a Roth conversion, distribution to you, as part of a required minimum distribution or other taxable distribution, this form must be signed and attested to by a licensed professional (CPA, appraiser, etc) knowledgeable about the holdings of your account.**

3. VALUATION

Asset Name	Fair Market Value	Custodial Use Only
------------	-------------------	--------------------

4. PARTICIPANT CERTIFICATION

I, the undersigned account holder, certify under penalty of perjury, that the above information is true, correct and represents the fair market value of the asset named above. I further certify that I know and understand the rules and regulations of the Internal Revenue Service and Department of Labor regarding prohibited transactions within a retirement account and that I have not engaged in any such transactions. *I understand and agree that a \$35 administrative fee may be charged.*

Signature of Participant X	Valuation as of Date (MM/DD/YYYY)	For year-end reporting, enter December 31 st if value is to be reflected on year-end statement
--------------------------------------	-----------------------------------	---

5. LICENSED PROFESSIONAL CERTIFICATION (Required if valuation is to be used for a taxable distribution or Roth conversion)

I certify under penalty of perjury that I am knowledgeable about the holdings of this account and I have reviewed the Fair Market Valuation entered above and that the above information is true correct and represents the fair market value of the Asset named.

Signature X	Executed on (MM/DD/YYYY)
Print Name	Phone Number XXX-XXX-XXXX
Licensing Authority	License Number (if any)

Please sign and submit additional documents as required.

DELIVERY INSTRUCTIONS

Email
valuation@IRAServices.com

Fax
(650) 745-2636

Regular mail
IRA Services
PO Box 7080
San Carlos, CA 94070-7080

Overnight mail
IRA Services
1160 Industrial Road, Unit 1
San Carlos, CA 94070-4128