

Principal Trust Company

A member of



Mailing Address:
 P.O. Box 8963
 Wilmington, DE 19899-8963
 800-209-9010 Fax: 302-999-9554
TRSProcessing@principaltrust.com

**Qualified Plan Transfer
 Authorization form**

(TRSQPPLTFR)

Notice to Investment Representative

If the receiving and delivering firms are ACATS eligible, you must submit the transfer on an ACATS form. Please check with your operations department for procedures.

Current Plan Type (Select only one plan per form)

Profit Sharing Money Purchase Pension Individual 401(k)

Plan Information			New Trustee Information		
Plan Name			Trustee Name		
Address			Address		
City	State	ZIP	City	State	ZIP
Phone Number			Contact Name		
Tax ID Number			Phone Number		
Brokerage Firm Name			Fax Number and/or Email Address		
Brokerage Firm Account Number			Type of Plan		

Please check this box if the plan transfer is a result of a plan merger:

Attach the following documents to this request:

- Copy of Board Resolution
- Copy of ERISA 204(h) Notice – for Money Purchase Pension Plans (if applicable)

Plan Participant Information

Participant Name(s)	Social Security #	Existing A/C #	Outstanding Loan Balance	New TTEE A/C #

Notice to Plan Sponsor

All outside assets to be transferred must be listed below along with the account number and dollar or share amount. It is your responsibility to verify that the assets are transferable and can be held by your new trustee. If the investment cannot be transferred you will need to liquidate the investment prior to the plan transfer. If the investment is not held in the brokerage firm account, you **must** attach an investment statement or this form cannot be processed.

<i>Investment Name</i>	<i>A/C #</i>	<i>Held in Brokerage Account</i>		<i>Units/ Shares</i>	<i>Dollar Amount</i>
		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
		<input type="checkbox"/> Yes	<input type="checkbox"/> No		

Plan Sponsor Signature

We understand that all outstanding fees must be paid before the plan assets can be transferred. We further understand that the investment firm will deduct the fees from the plan and remit them to Principal Trust Company and that if there is insufficient cash to pay the fees, we must authorize assets to be liquidated or send a check to Principal Trust Company for the amount due.

Plan Sponsor Signature X		Date
Phone Number	Email Address	

Send completed form to:

- Principal Trust Company, P.O. Box 8963, Wilmington, DE 19899-8963
- OR**
- Via facsimile to: 302-999-9554