

Contact Center: (800) 248-8447 | [www.ForgeTrust.com](http://www.ForgeTrust.com)

Complete and submit the form using one of the methods noted at the bottom of the page 2. Refer to page 2 if closing your LLC.

## 1. PERSONAL INFORMATION (\*required field)

Should we 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 prior to completing this form)

**Definition:** The Fair Market Value (FMV) is the price at which the LLC or Trust would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or sell, and both having reasonable knowledge of relevant facts, assets, and holdings of the company. 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 from there.

Please provide supporting documents confirming current value of the LLC or Trust if any of the following apply to you:

- You are required to take a Required Minimum Distribution (RMD) from your retirement savings.
- You plan to initiate a tax-reporting event (e.g., a Roth IRA conversion or an in-kind distribution).
- Your investment has experienced significant growth or loss.

Please ensure all supporting documents are **dated** and clearly **indicate LLC or Trust as the owner**.

Asset(s) Owned by Your LLC or Trust	Examples of Supporting Documents
Bank / Investment Account	• Account Statement
Precious Metals	• Broker valuation or original purchase documents & spot prices
Private Equity / Funds / REITs	• Investor Statement • Letter from Issuer / Fund Manager declaring current value
Promissory Note	• Copy of Note
Direct Real Estate	• Certified Appraisal • Broker Price Opinion letter • Tax Assessment with Market Value provided

If you are unable to obtain the necessary documentation, you can also have the valuation certified by a licensed professional (CPA, Accountant, Appraiser, Tax Advisor, Financial Advisor, etc.) knowledgeable about your LLC / Trust's holdings and business. This can be provided through our [Third Party Certification](#) form.

## 3. VALUATION

LLC or Trust Name	Fair Market Value	Valuation as of Date
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The FMV of your investment is calculated by adding the value of all assets owned by the LLC / Trust, less any liabilities; please consult an accountant or other qualified professional for assistance with calculating the FMV. If this account is a partial owner, enter only the FMV of the portion owned by the referenced account. If another account owns a portion of the LLC / Trust, submit a separate valuation form for that account. Do not include any cash in your Forge Trust "Custodial Cash" account within the total value of your investment.

## 4. CERTIFICATION

I, the undersigned account holder, certify under penalty of perjury, that the investment named above does not include any illegal or impermissible investments under South Dakota or Federal law, including, but not limited to, holdings of marijuana or illegal substances, illegal gambling, or illegal artifacts, and should the custodial account ever come to hold an illegal or impermissible investment under South Dakota or federal law, I will notify Forge Trust Co. immediately. I further certify that the above information is true and correct and represents the fair market value of the investment 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 neither I nor anyone connected to this LLC / Trust has engaged in any such transactions.

Signature of Account Owner X	Date (MM/DD/YYYY)
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## STEPS TO TAKE WHEN CLOSING YOUR IRA LLC

If you decide to close / dissolve your IRA LLC, please provide the following:

- State issued dissolution / termination certificate.
- Bank statement showing either zero balance or the funds to be returned to your IRA account (you must deliver the funds via check or wire transfer). Additionally, please complete a [Deposit Notification](#) form, indicating Full Liquidation of LLC.
- Final valuation of the LLC. If all the assets have already been returned to your IRA account, enter \$0.00 as the Fair Market Value and provide the effective date.
- (If Applicable) List of assets to be transferred to your IRA account. Provide re-registration documents; complete [In-Kind Investment or Exchange Request](#) form.
- (If Applicable) If there is a loss in the LLC, submit a written statement declaring what caused the loss (attach proof of the loss for review).
- (If Applicable) If you're taking assets as an In-Kind Distribution, please provide documents confirming the assets were re-registered in your name along with proof of value (e.g., an appraisal for property, a dealer letter or spot price with proof of purchase for precious metals, or a [Third Party Certification](#) form for LLC). Please complete the [Distribution Request](#) form listing all the assets in the "In-Kind" section.

## DELIVERY INSTRUCTIONS

**Email**  
valuation@ForgeTrust.com

**Fax**  
(650) 745-2636

**Regular mail**  
Forge Trust Co.  
PO Box 2048  
San Francisco, CA 94126

**Overnight mail**  
Forge Trust Co.  
4 Embarcadero Ctr, Floor 15  
San Francisco, CA 94111