

# Processing Checklist

## For Precious Metals

### SECTION 1 - Overview

26 USC 408(m)(3) creates an exception for certain coins and bullion that would otherwise be considered collectibles. The exception allows an IRA to invest in any coins which are Gold, Silver or Platinum coins described in 31 USC 5112, a coin issued under the laws of any State or any Gold, Silver, Platinum or Palladium bullion of a fineness equal to or exceeding the minimum fineness that a contract market requires for metals which may be delivered in satisfaction of a regulated futures contract if such bullion is in the physical possession of a trustee described in Section 408(a).

The fineness required for metals in an IRA are

■ Gold .995

■ Silver .999

■ Platinum .9995

■ Palladium .9995

Here are some of the coins and bullion allowed in an IRA:

- **Gold** American Eagles, U.S. Buffalo Gold uncirculated coins, Australian Kangaroos, Austrian Philharmonics, Canadian Maple Leafs, Credit Suisse-Pamp Suisse Bars .999 and bars and rounds manufactured by a NYMEX or COMEX approved refiner or national government mint meeting the minimum fineness requirements.
- **Silver** American Eagles, Australian Kookaburras, Austrian Philharmonics, Canadian Maple Leafs, Mexican Libertads and bars and rounds manufactured by a NYMEX or COMEX approved refiner or national government mint meeting the minimum fineness requirements.
- **Platinum** American Eagles, Australian Koalas, Canadian Maple Leafs, Isle of Man Nobles and bars and rounds manufactured by a NYMEX or COMEX approved refiner or national government mint meeting the minimum fineness requirements.
- **Palladium** Bars and rounds manufactured by a NYMEX or COMEX approved refiner or national government mint meeting the minimum fineness requirements.

***Please check with your broker or dealer to insure that your purchase meets IRA investment requirements. The Kingdom Trust Company does not and will not complete any due diligence with regard to this investment. Such responsibility lies with the account holder/investor.***

***The following actions must be completed or information must be sent to The Kingdom Trust Company in order to process a purchase, sale, rollover or transfer in-kind into or out of your IRA:***

- Your Individual Retirement Account has been opened, and if a purchase is anticipated, the account has been funded.
- You have selected a precious metals broker or dealer and have performed the due diligence necessary to be comfortable with your choice.
- You have selected the coins or metals in which you wish to invest.
- You have reviewed all documentation, including the broker or dealer's invoice, for completeness and accuracy.
- You have provided the documentation along with a completed Investment Direction for Precious Metals form to The Kingdom Trust Company insuring that the coins or metals are being purchased in the name of "The Kingdom Trust Company, Custodian, FBO Account Holder's name, Account Number."

### Notice

**The Kingdom Trust Company has not and will not complete any due diligence with regard to this investment. It will not question or review your investment decision. Investment decisions within the account are made entirely by you, the account holder, who is responsible for the selection and management of all the investments held in your account.**

# Investment Direction

## For Precious Metals

**INSTRUCTIONS:** Please complete this form in its entirety. In addition, please be sure to read this entire form prior to completing to avoid any processing delays. This form contains important disclosures about YOUR responsibilities with regard to investing in and holding an investment in precious metals. The Kingdom Trust Company does not conduct any investigation or make any express or implied representations whatsoever as to the validity, strength, appropriateness, legality, or tax effect (including interest and penalties) of this investment (the "investment"). By signing this form, you consent to all terms and conditions outlined in this document and reaffirm the terms and conditions in your account adoption agreement.

### SECTION 1 - Account Holder Information

Name:  Account Number:

Address:

Daytime Phone Number:  Email Address:

### SECTION 2 - Broker-Dealer Information

Name:

Address:

Phone Number:  Fax Number:

Contact Person Name:  Contact Person Email Address:

### SECTION 3 - Investment Directions

I hereby direct The Kingdom Trust Company to complete the following transaction with the Broker-Dealer identified in Section 2 above. I understand and will insure that the purchase of these metals will be made in the name of **The Kingdom Trust Company, Custodian, FBO Account Holder's name, Account Number.**

Buy/Sell/Exchange	Quantity	Type of Metal	Description	Troy Ounce	Price/Each	Total
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### SECTION 4 - Shipping Directions

**Buy Directions:** Broker-Dealer will receive both payment for the precious metals and a copy of this Investment Direction. Broker-Dealer shall include a copy of page 1 of this Investment Direction as a packing slip and ship the metals to the Depository you elect from the choices listed in the Depository Options section immediately following this section.

Depository Name:

Depository Street Address:

Depository City, State & Zip Code:

Shipping must be done in a secure manner such that the shipment is insured and may be tracked.

**Sell Directions:** If the Account Holder is selling metals held in his or her IRA, the Account Holder shall include shipping instructions that specify the method of shipment desired, the insurance coverage provided and any special handling instructions required. The metals will be shipped directly from the Depository selected by you to the location indicated in the Investment Direction.

## SECTION 5 - Depository Options

Below are the options available to you for the storage of your precious metals. Please choose one by checking the box immediately to the left of the Depository you wish to use. Once you have made your election, please choose whether you wish to have your metals stored in a non-segregated manner (aggregated together with the metals owned by other Kingdom Trust account owners) or in a segregated manner (stored separate from the metals owned by other Kingdom Trust account owners but still within the storage space leased to Kingdom Trust) by checking the box immediately to the left of your choice.

Please print the name and address of the Depository you have elected on the lines provided under the Shipping Directions section above. **PLEASE PRINT LEGIBLY.**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Delaware Depository<br>(Wilmington, DE)     | <input type="checkbox"/> <b>Non-Segregated Storage</b><br>- \$1.00 per \$1,000 per year (minimum \$100) | <input type="checkbox"/> <b>Segregated Storage (Gold Only)</b><br>- For accounts valued up to \$100,000: \$225.00 per year<br>- For sub-accounts valued over \$100,000: \$2.00 per \$1,000 per year |
| <input type="checkbox"/> IDS<br>(New Castle, DE)                     | <input type="checkbox"/> <b>Non-Segregated Storage</b><br>- Flat rate of \$125.00                       | <input type="checkbox"/> <b>Segregated Storage</b><br>- Flat rate of \$250.00   |
| <input type="checkbox"/> IDS of Canada<br>(Mississauga, ON, Canada)* | <input type="checkbox"/> <b>Non-Segregated Storage</b><br>- Flat rate of \$125.00                       | <input type="checkbox"/> <b>Segregated Storage</b><br>- Flat rate of \$250.00   |

*\*Please note in Ontario the Canadian government imposes a 13% Goods and Service Tax/Harmonized Sales Tax (GST/HST) on products entering Canada which do not meet a minimum purity requirement. Please check with your broker to insure that your purchase meets those requirements.*

## SECTION 6 - Payment Directions

**Buy Directions:** You, the Account Holder, must provide to The Kingdom Trust Company a copy of the Broker-Dealer invoice, signed by you along with the Broker-Dealer's wire instructions or other payment instructions if paying by a means other than wire. The Kingdom Trust Company will only comply with buy directions in which the information on the Investment Direction matches the information on the Broker-Dealer invoice.

**Sell Directions:** Because the metals being sold are assets of your IRA, payments received from the sale must be made payable to The Kingdom Trust Company, Custodian, FBO Account Holder's name, Account Number \_\_\_\_\_. **The Kingdom Trust Company will not forward your shipping instructions to the depository selected by you for delivery of the metals to your purchaser until full payment has been received by us.** If payment is made in the form of a check, there will be a five (5) day holding period beginning on the date The Kingdom Trust Company deposits the check to insure that the check clears. Upon receipt of full payment (and the expiration of any holding period), The Kingdom Trust Company will forward the shipping instructions to the Depository selected by you for delivery to your purchaser.

## SECTION 7 - General Provisions & Signature

- I, as the Account Holder, am solely responsible for choosing this precious metals investment and the Broker-Dealer through whom I am acquiring the metals. I am also solely responsible for choosing the Depository in which the metals purchased are stored. I warrant that I have reviewed the risks associated with this investment and performed the due diligence I deemed necessary on the investment itself, the Broker-Dealer and the Depository I have chosen.
- I warrant that neither The Kingdom Trust Company nor any of its employees or agents has made any representations or recommendations to me concerning this investment, the Broker-Dealer and/or the Depository I have chosen other than to advise me to perform my due diligence on the investment, any Broker-Dealer and any Depository I might consider.
- I acknowledge that The Kingdom Trust Company is acting solely as a passive Custodian and represent that it provided no tax, legal or investment advice. I understand that The Kingdom Trust Company is under no obligation or duty to investigate, analyze, monitor, verify or otherwise evaluate this or any investment contemplated by this or any Investment Direction I submit nor does it have any responsibility to review the prudence, merits, viability or suitability of any such investment.
- I have reviewed and hereby consent to the fee schedule of The Kingdom Trust Company which outlines all fees associated with the purchase, sale, packing, shipping and storage of precious metals.
- I understand that all metals I direct to be purchased by my IRA through The Kingdom Trust Company will be stored at the Depository I have selected in the Depository Options section above and hereby agree to said storage. I agree that the Depository I selected shall be solely responsible for the storage and safekeeping of all precious metals in my IRA.
- I acknowledge that the price of precious metals is dependent upon many factors and is subject to regular fluctuations. I understand that the price for the metals contemplated under this Investment Direction may change from the time that I submit this Investment Direction to The Kingdom Trust Company and the time it makes payment for the purchase of the metals or requests delivery of the metals sold. I direct The Kingdom Trust Company to execute this Investment Direction regardless of such fluctuations. I hereby waive any claims that I may have, past, present or future, known or unknown, anticipated or unanticipated with respect to any fluctuation in the price or condition of the metals contemplated under this Investment Direction.
- I hereby indemnify and hold The Kingdom Trust Company harmless from any and all damages arising from or in connection with this Investment Direction.

Account Holder Signature:

Date:

Account Holder Printed Name:

