



**THE IRA CLUB**  
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## IRA TO IRA TRANSFER GUIDE

A Trustee-to-Trustee transfer is NOT a taxable event.

**Transfers of Cash:** The Transfer to your new IRA should be for cash (or equivalent, such as a check or bank wire). This will be the lowest cost and easiest transfer.

- If your Current IRA is already in Cash** (Example: in a Money Market account):
  - Complete the IRA Club - "IRA to IRA Transfer form"
  - Send the IRA Club a recent statement from the account(s) you will be transferring.
    - Send to (newaccounts@iraclub.org or Fax 800-600-6997)
  - The IRA Club will do the rest. You do not need to contact your current IRA Trustee.
  
- If your Current IRA is partly (or all) invested in Stocks or Mutual Funds**
  - Complete the IRA Club - "IRA to IRA Transfer form"
  - Send the IRA Club a recent statement from the account(s) you will be transferring.
    - Send to (newaccounts@iraclub.org or Fax 800-600-6997).
  - Go on line to the web site of your current IRA and liquidate (sell) the current stocks or funds.
    - Tell the IRA Club when you have sold the stocks or mutual funds
  - The IRA Club will do the rest. You do not need to contact your current IRA Trustee.
  
- If you do not want to use web site for your former IRA Company.**

Same as above; instead of going to the company web site, call their 800 Customer Service number and tell them you want to liquidate.
  
- If your current IRA is held at a Life Insurance Company and the current IRA asset is an Annuity.**
  - Complete the IRA Club - "IRA to IRA Transfer form"
  - Send the IRA Club a recent statement from the account(s) you will be transferring.
    - Send to (newaccounts@iraclub.org or Fax 800-600-6997).
  - Call the 800 Customer Service number of the Life Insurance company. Ask them their process for converting the annuity to cash.