

INSTRUCTIONS

Section A: Accountholder Information

Enter your first and last name along with your Madison Trust Account #.

Section B: Asset Value

- Asset Name: Enter the name of each individual asset held within your IRA.
Note: If your account holds an IRA LLC you should ONLY list the full value of the LLC and NOT the assets held within the LLC.
- Asset type: Enter the type of asset (Single member LLC, Minority Interest in an LLC, Private Placement, Real Estate, Private Loan etc.)
- Asset Value:
 - For LLCs – Combine the value of all cash AND assets held within the LLC to get ONE total value for the LLC.
 - For all other assets – Enter the value of each particular asset as of December 31 of the relevant year.

Section C: Accountholder Certification

Print your first and last name, sign and date the form.

Section D: Professional Certification

This section is ONLY required if this is a taxable distribution or a Roth conversion. ***If a licensed professional assisted in ascertaining the asset value, please have the individual sign the form.***

***No additional/supporting documents such as bank statements or appraisals are necessary.**

For your annual valuation to be reflected on the year-end statement of the current year, this form must be submitted by January 15th of the following year.

Please complete and submit this form via one of the following methods:

Mail: Madison Administration Company, 21 Robert Pitt Drive, Suite 201, Monsey, NY 10952 **Fax:** (845) 947-1212 **Secure Upload:** www.madisontrust.com/uploads

A. ACCOUNTHOLDER IDENTIFICATION

Full name _____ MTC Account number _____

B. ASSET VALUE

Asset name _____ Asset type _____ Asset value as of 12/31/____

Asset name _____ Asset type _____ Asset value as of 12/31/____

Asset name _____ Asset type _____ Asset value as of 12/31/____

Asset name _____ Asset type _____ Asset value as of 12/31/____

Asset name _____ Asset type _____ Asset value as of 12/31/____

Asset name _____ Asset type _____ Asset value as of 12/31/____

C. ACCOUNTHOLDER CERTIFICATION

I certify that I am the owner of the above mentioned account and that the fair market value reported is accurate to the best of my knowledge.

Name _____ Signature _____ Date _____

D. PROFESSIONAL CERTIFICATION **Required if valuation is to be used for a taxable distribution or Roth conversion.**

I certify that the above mentioned fair market value is correct, and will be used for reporting purposes to the Internal Revenue Service.

Name _____ Signature _____ Date _____

Licensing Authority and Number (if applicable) _____