

Looking for an easier, faster way to submit paperwork? Try the **SERVICENOW** option at [www.StrataTrust.com/Forms](http://www.StrataTrust.com/Forms)

◆ E-sign and transmit directly to STRATA ◆ Safely upload supporting documentation ◆ Securely transfer data with SFTP file protocol

Use this form to add, replace, or remove an Account Representative or Interested Party Designation on your STRATA Trust Company ("STRATA") IRA.

**Important Information:**

- When granting access to a third party, a unique email address that is not linked to the accountholder's email is required.
- The same person or company cannot be designated as both the Account Representative and the Interested Party.
- Refer to STRATA's [IRA Custodial Account Agreement](#) for further information.

## Section 1 | Accountholder Information

Accountholder Name		Account Number	
Social Security Number (Last 4 digits only)	Birthdate	Cellular Phone	
Address of Record			
City	State	Zip	Email

## Section 2 | Account Representative ☐ No Changes (Skip to Section 3)

Any assignments made will override any previous assignments.

By designating an Account Representative ("Representative" or "Rep"), you authorize this person or firm to:

- Receive copies of any and all correspondence related to your STRATA account ("Account"), including but not limited to account statements.
- View your Account online or receive online statements.
- Discuss your Account with STRATA.
- Have unlimited access to information regarding your Account, including third-party data integrations for portfolio management services utilized by the advisory firm as they deem necessary.

You may only have one (1) Representative assigned to your Account. Your Representative may be your financial professional, broker, or other person or firm you choose. However, it may not be in any way an agent, employee, or representative of STRATA.

Account Representative Information		<input type="checkbox"/> Add/Replace	<input type="checkbox"/> Remove
First Name		Last Name	
Company Name			
Address		City	State
Phone	Fax	Email (Must be different than accountholder.)	

If you elected to **add** a new Representative or **replace** an existing Representative designation, please certify below:

- ☐ By designating the above Representative on my Account, I understand that they may be any person or firm I choose (except STRATA) and will have access to: (1) receive copies of any correspondence related to my Account, but not limited to, my statements, (2) view my Account online or receive online statements which includes personal identifying information (social, date of birth, etc.), (3) discuss my Account with STRATA, and (4) have unlimited access to information regarding my Account including third-party data integrations for portfolio management services utilized by the advisory firm as they deem necessary.

If you elected to **remove** a Representative, please certify below:

- ☐ I hereby elect to remove the existing Representative whom I have previously designated on my account.

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## Section 3 Interested Party Designation ☐ No Changes (Leave section blank)

Interested Party ("IP") designations provide authorization to STRATA the ability to discuss and/or provide information about your account to an individual or company. The 'Add' election will not replace any existing designations. Elect "Remove" and provide the contact details to remove an existing designation. IP designations are subject to the following terms.

- IP may be any individual or company that I choose (except it may not be STRATA).
- I am granting permission for STRATA to discuss or provide information on my Account with the individual or company named herein.

<b>IP Information</b>		<input type="checkbox"/> <b>Add</b>	
First Name		Last Name	
Company Name (If applicable)			
Address		City	State
Phone	Fax	Email (Must be different than accountholder.)	

If you are elected to **add** an IP, please certify below:

- ☐ By designating the following IP on my Account, I understand that they may be any person or firm I choose (except STRATA) and will have access to: (1) receive copies of any correspondence related to my Account, but not limited to, my statements, (2) view my Account online or receive online statements which includes personal identifying information (social, date of birth, etc.), and (3) discuss my Account with STRATA.

### ☐ Remove

First Name		Last Name	
Company Name (If applicable)			
<input type="checkbox"/> I hereby elect to remove the above IP, which I have previously designated on my account.			

## Section 4 Terms and Conditions

By designating a Representative or IP ("Designee") on your Account, you acknowledge and agree to the following:

- Authority Granted** - Your Designee will have the authority to have unlimited access to your Account, which includes personal identifying information (social, date of birth, etc.), including account-related correspondence, but not limited to account statements:
  - For Representatives only: Receive copies of all account-related correspondence, access account information online, and utilize third-party data integrations for portfolio management services utilized by the advisory firm as they deem necessary.
  - For IPs only: Access account information online, may receive copies of transactional emails, and discuss your Account with STRATA.
- Relationship to STRATA** - Your Designee is not an agent, employee, representative, or affiliate of STRATA.
- Conflict of Interest** - You certify that your Representative (if applicable) is not an individual or entity in which your Account is invested, and you are responsible for ensuring this independence.
- Modification and Termination** - You may change or remove your Designees at any time by submitting written notice to STRATA.
- STRATA's Role** - STRATA does not investigate or endorse any Designee, nor will it compensate them in any way other than as explicitly instructed by you. STRATA is not liable for any statements, actions, or representations made by your Designee.
- Indemnification** - STRATA is not responsible for, and is not bound by, any representations, warranties, statements, or agreements made by any Designee. The Accountholder hereby releases, indemnifies, defends, and holds STRATA harmless from any and all claims—including, but not limited to, actions, liabilities, losses, penalties, fines, attorneys' fees, and third-party claims—arising out of or in connection with third-party data integrations (if applicable) and/or STRATA's reliance on this Designation. This indemnification and hold harmless provision shall survive any termination of this Designation.



Accountholder Signature

Date

## Form Submission Options

- Fax: 512.495.9554
- Email: [AccountMaintenance@StrataTrust.com](mailto:AccountMaintenance@StrataTrust.com)
- US Mail: PO Box 23149, Waco, TX 76702
- Overnight: 7901 Woodway Drive, Waco TX 76712

**Client Services** 866.928.9394 | [AccountMaintenance@StrataTrust.com](mailto:AccountMaintenance@StrataTrust.com) | Online: [www.StrataTrust.com/Service-Request](http://www.StrataTrust.com/Service-Request)