Wildermuth
FUND

Step by Step Instructions for Direct Business

Qualified – IRA Accounts

When purchasing the Wildermuth Fund in an IRA account, the IRA account must be set up beforehand. Use this step-by-step guide to help you complete your purchase of the Wildermuth Fund in an IRA account.

- ❏ Select a custodian for your IRA (the Fund's preferred custodian is First Trust Retirement; the application is available on the resources page*).
- ❏ Complete the custodian's IRA account application.
- ❏ Complete the Fund account application.
- ❏ Send **BOTH** completed forms to your broker-dealer.
- ❏ Once your broker-dealer has approved the paperwork, your broker-dealer will need to fax the IRA and Fund account applications to the custodian at (833)-750-0306.
- ❏ Once the custodian sets up the IRA account, the purchase can be made, and then a wire should be sent to purchase the Fund. (Please see best practices for check and wire purchase).

Note: First Trust Retirement IRA application to be used only if you elect to have First Trust Retirement as your IRA custodian.

Non-Qualified Accounts

- ❏ Complete the Fund's account application.
- ❏ Send the completed account application to your broker-dealer.
- ❏ Once your broker-dealer has approved the paperwork, your broker-dealer will need to fax the Fund account application to the custodian at (833)-750-0306.

Mailing Address	**Fax Number**
SS&C	(833)-750-0306
Mail Stop: Wildermuth	
430 W 7th Street	
Kansas City, MO 64105-1407	

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Best Practices

❏ Include a cover letter with any package you send.

❏ If purchasing at specific breakpoint, best to list this on the cover letter.

❏ Please make sure the IRA account has been set up before any wires are sent.

❏ For IRAs' checks need to be made payable to the {Custodian Name FBO: Client Name} Do not use abbreviations.

❏ When wiring funds, reference the client's account number before sending the wire.

❏ If sending a check, please send in together with account opening paperwork.

❏ Your broker-dealer can fax all paperwork to (833)-750-0306

❏ If mailing always track the package.