



Step by Step Instructions for Direct Business

Qualified – IRA Accounts

When purchasing the Wildermuth Endowment 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 Endowment Fund in an IRA account.

- Select a custodian for your IRA (the Fund's preferred custodian is First Trust Retirement; 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 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

SS&C
Mail Stop: Wildermuth
430 W 7th Street
Kansas City, MO 64105-1407

Fax Number

(833)-750-0306



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.