

# NOTIFICATION OF DIVORCE AND TRANSFER INSTRUCTIONS FOR NON-QUALIFIED ACCOUNTS

Effective 9/2018

Complete and sign this document and return it to Community National Bank (CNB) to facilitate the division of an account as a result of divorce proceedings.

#### Please provide the following required information and documents:

- Copy or certified copy of divorce decree. Copy must show that it has been filed with the court system.
- Signatures of both the relinquishing account holder and recipient are required on this document.
- If recipient is not a current account holder at CNB, recipient will need to submit one of the following:
  - a CNB application
  - a transfer request from another custodian that will accept the assets
  - instructions to re-register assets to recipient's name and be held directly with transfer agent or investment company.

# 1. RELINQUISHING ACCOUNT HOLDER

	Name	CNB Account Number						
	Current Street Address							
	City		ST	_Zip				
	Social Security #		_ Date of Birth					
	Phone #	Email						
2.	. RECIPIENT INFORMATION	N						
	Name	eCNB Account Number						
	Current Street Address	security # Date of Birth						
	City		ST	_Zip				
	Social Security #		_ Date of Birth					
	Phone #	Email						
3.	Phone # Email 3. TRANSFER INSTRUCTIONS							
	I hereby direct you to transfer from my account in accordance with the following instructions: Transfer assets to recipient as indicated below: (Select only one option)							
	Existing CNB Account Number	er:						
	<ul> <li>I ransfer assets to recipient as indicated below: (Select only one option)</li> <li>Existing CNB Account Number:</li></ul>							
	<ul> <li>Transfer assets to another custodian. (Please have a Transfer Request Form submitted to CNB from the receiving custodian. Signature of recipient must be an original.)</li> <li>Name of new Custodian:</li> <li>Re-register assets according to Recipient Information to be held direct with transfer agent or investment</li> </ul>							
	company. (Additional forms may be requi							

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## 4. FULL TRANSFER INSTRUCTIONS

### Full Transfer – Check box below

Transfer 100% of the relinquishing account holder's assets in-kind plus all cash.

### 5. PARTIAL TRANSFER INSTRUCTIONS

#### Partial Transfer – Check a box below

- Transfer \_\_\_\_\_% of the relinquishing account holder's cash and assets in-kind.
- □ Transfer cash in the amount of \$\_

Transfer specific assets(s) listed below to the recipient.

Liquidate	Re-Register	Investment Name	Specify Dollar Amount or # of Shares	Dividend Option Reinvest Cash	

If dividend option is **not** marked above, the current dividend option on the relinquishing account will be retained.

## 6. SIGNATURE(S) AND DATE(S)

We, the undersigned, hereby authorize Community National Bank (CNB) to transfer the assets of the above designated account according to the elections made by us in this document. We certify that the information contained within this form is correct. We have obtained the necessary tax, legal and/or financial advice that may be necessary in the completion of these transactions and understand the ramifications. We certify that CNB has not provided us with tax, legal or financial advice. We hereby indemnify CNB and hold it harmless from any liabilities, claims, taxes, causes of actions, etc. to which we may be subjected to because of this division.

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Signature of Relinquishing Account Holder

Printed Name

X

Signature of Recipient

Printed Name

Date

Date

## 7. SPECIAL REMINDERS

- Beneficiary designations may need to be updated. If necessary, please complete our Transfer on Death Form which may be found on our website at www.cnbservice.net.
- Additional forms may be required from the relinquishing and/or receiving account holder to process the request.
- Full transfer will result in closing the relinquishing account holder's account. Any fees associated with closing the account are the relinquishing account holder's responsibility.
- Any fees associated with establishing an account for the recipient will be the recipient's responsibility.