REDHAWK WEALTH ADVISORS™

Fidelity New Account Opening Procedures

Fidelity Paperwork:
You can find these forms on www.redhawkwa.com.

- Fidelity Account Application/Enrollment Form. Client may fill out application online at https://nb.fidelity.com/public/nb/atwork/home

  OR
- Client may fill out paper copy of application and advisor scans to Redhawk.
- Fidelity Registered Investment Advisor Authorization Form (processed by Fidelity in 3-5 days). Please note: Client signature on pg. 7 is good for 90 days, Skip pg. 8 as it's not needed for 99% of plans.
- Account Transfer forms (processed by Fidelity in 3-5 days). Delivering firm distribution/transfer paperwork **and** recent, official, and complete statement. Confirm with delivering firm that transfer paperwork does not need a notary or signature guarantee. Fidelity Transfer/Rollover/Exchange Form.

Redhawk Paperwork:
You can find these forms on www.redhawkwa.com.

- Completed and signed Redhawk 403(b) / 457(b) New Account Establishment Kit.
- Signed Investment Policy Statement (IPS) generated from Riskalyze. Please send us the entire IPS, which includes the client's risk score, current portfolio, proposed portfolio, and retirement map. PLEASE NOTE: the proposed score should be lower than the client score.

Delivery Instructions:
Please scan all documents and email PDFs to Redhawk at Operations@redhawkwa.com with "Confidential" in the subject line.

- RWA Forms – May be in a single PDF (New Account Establishment Kit and IPS).
- Fidelity paperwork – All documents in separate PDFs as outlined below:
  - Account Application (only if paper copy was used and not submitted online).
  - Registered Investment Advisor Authorization Form.
  - Delivering firm transfer paperwork with statement and Fidelity transfer form.

Required paperwork received in good order will be submitted to Fidelity within two business days after receipt.