To Upload to Leapfile (Secure Server):
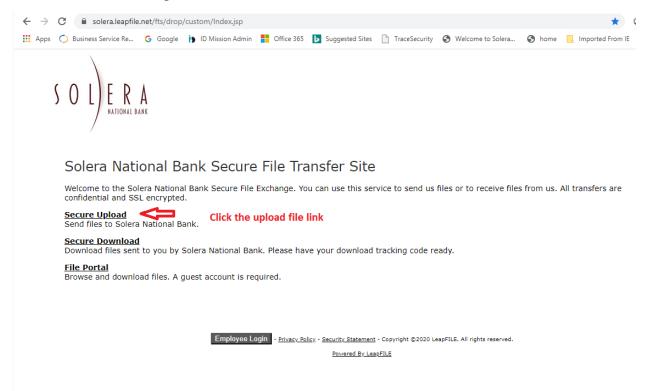
1. Go to https://solera.leapfile.net/

2. Click "Secure Upload."

3. Select the recipient "Deposit Accounts Customer Service."

4. Fill in the subject line as "Attn: IRA Transfers."
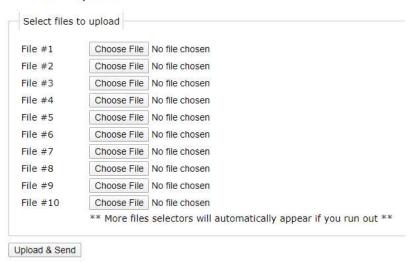   Fill in the message field as "Completed IRA Request" with your name included.

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Secure Upload

Deliver To: Self Directed

Please enter your contact information

* Please note: All fields are required!

*Name
Your Name

*Your Email Address
youremail@email.com

*Confirm Your Email Address
your3mail@email.com

Please create a message for the recipient

It's a good idea to describe exactly what you are sending and include any additional contact info.

*Subject
IRA Transfers

*Message/Description/Instructions
Completed IRA Request, or other pertinent information to our IRA team members.

Select delivery options

☐ Notify me when the files have been downloaded.

Select files to send (Regular Upload)

Select files and folders to send (Enhanced upload - HTML5) *NEW*

Select files and folders to send (Enhanced upload - Java)

Browser Requirement: The Java enhanced uploader requires Java support in the browser. If the Java upload page does not load or work, please download and install Java from www.java.com.

5. Upload your documents using the "Select files to send – Regular upload button

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Secure Upload

Select files to upload

File #1	Choose File	No file chosen
File #2	Choose File	No file chosen
File #3	Choose File	No file chosen
File #4	Choose File	No file chosen
File #5	Choose File	No file chosen
File #6	Choose File	No file chosen
File #7	Choose File	No file chosen
File #8	Choose File	No file chosen
File #9	Choose File	No file chosen
File #10	Choose File	No file chosen

** More files selectors will automatically appear if you run out **

Upload & Send

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Secure Upload

Deliver To: Self Directed

Please enter your contact information

* Please note: All fields are required!

*Name
Your Name

*Your Email Address
youremail@email.com

*Confirm Your Email Address
your3mail@email.com

Please create a message for the recipient

It's a good idea to describe exactly what you are sending and include any additional contact info.

*Subject
IRA Transfers

*Message/Description/Instructions
Completed IRA Request, or other pertinent information to our IRA team members.

Select delivery options

☐ **Notify me when the files have been downloaded.**

[Select files to send (Regular Upload)]

[Select files and folders to send (Enhanced upload - HTML5) *NEW*]

[Select files and folders to send (Enhanced upload - Java)]

Browser Requirement: The Java enhanced uploader requires Java support in the browser. If the Java upload page does not load or work, please download and install Java from www.java.com.