

# Private Equity Worthless Asset Notification

## IMPORTANT INFORMATION

Please use this form if an investment is deemed worthless and should be removed from a client's account. If the information does not match PENSCO's records, or is left blank, the form will be returned to the initiator with an explanation regarding the discrepancy or for completion.

\* Indicates required information

1 ACCOUNT OWNER & ASSET INFORMATION	
ACCOUNT OWNER NAME (FIRST, MI, LAST)*	DATE*
SECURITY NAME*	CUSIP*
ASSET SPONSOR NAME*	SPONSOR CONTACT (PHONE OR EMAIL)*
REASON ASSET IS WORTHLESS*	

## 2 DOCUMENTATION

- Please provide one of the following documents to be used to remove the asset from the account(s). **Note:** PENSCO will not deem an asset worthless without one of the below documents. If the asset was paid off, this is not considered a worthless asset.

Letter from General Partner, Managing Member, President or CEO stating the asset is worthless or no longer exists. This will include an explanation as to why the asset/shares are now worthless.

Secretary of State screenshot showing the asset is dissolved, dead, void or cancelled.

**Note:** Recent involuntary actions (those not initiated by the company) may not be enough to remove the asset. An unacceptable status would include, but is not limited to, active or inactive; suspended or forfeited; FTD suspended or FTF forfeited; or merged out.

Final K-1 Statement (PENSCO will call to confirm)

Notice of Chapter 7 bankruptcy final court document

## 3 SIGNATURE

- By signing below, I agree that a.) I have not or will not receive funds personally, and b.) I, to the best of my knowledge, know this asset is truly worthless and has no value.

	ACCOUNT OWNER SIGNATURE*	DATE*
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Please return this form, along with any supporting documentation, to PENSCO's Private Equity Maintenance Department at [www.pensco.com/upload](http://www.pensco.com/upload) or fax to 303.614.7036.