# Incoming Rollover 401(k) Plan



Do not complete the Investment Option Information portion of this form if you elected to have your account professionally managed by Advised Assets Group, LLC ("AAG"). If you have not yet elected to have your account professionally managed by AAG and would like to enroll in the Managed Accounts Service, call 1-800-634-5091.

Texa\$aver 401(k) Plan					98960-01			
Participant Information								
Last Name	First Name	MI	Social Security Number					
Addre	E-Mail Address							
City	State	Zip Code	Mo Day Year	☐ Female	☐ Male			
( )	( )		Mo Day Teal	☐ Female	□ Male			
Home Phone	Work Pho	ne	Date of Birth	☐ Married	☐ Unmarried			
Rollover Information								
Amount of Rollover: \$	_ (Enter approximate amount if exa	ct amount is not k	nown.)					
Before investing your rollover co and approve your rollover reques is granted. The amount received l Rollover Contributions.	st. Rollover contributions recei	ived before app	roval is granted will no	t be invested u	ntil after approval			
☐ I am choosing a Direct Rollover for	rom a:							
☐ Qualified 401(a) Plan (Profit Sh	naring or Money Purchase)							
☐ Qualified 401(k) Plan								
□ Non-Roth \$	Non-Roth \$ (all contributions and earnings, excluding Roth contributions and earnings)							
□ Roth \$(en	nployee contributions and earnings)							
☐ 403(b) Plan								
□ Non-Roth \$	(all contributions and earnings, excluding Roth contributions and earnings)							
□ Roth \$(en	nployee contributions and earnings)							
☐ Governmental 457(b) Plan								
☐ Non-Roth \$ (all contributions and earnings, excluding Roth contributions and earnings)								
☐ Roth \$ (employee contributions and earnings)								
☐ Traditional IRA (Non-deductible	e contributions/basis may not be rol	led over)						
☐ I am choosing a Regular 60-Day I	Rollover from a:							
☐ Qualified 401(a) Plan (Profit Sh	naring or Money Purchase)							
☐ Qualified 401(k) Plan								
☐ 403(b) Plan								
☐ Governmental 457(b) Plan								
☐ Traditional IRA (Non-deductible	e contributions/basis may not be rol	led over)						
A copy of the Original Distribution	on Check Stub must be attached.							
<b>Previous Provider Information:</b>								
Company Name		Account Number						
Mailing Address								
City/State/Zip Code			( ) Phone Number					

Last Name	First Name	MI		Social Security Number	
Required Documentation					
Indicate the required documents en	closed:				
☐ For Rollovers from an IRA					
☐ Most recent Account Statem	ent or Final Distribution Statem	ent from I	RA provider showing the Internal Reve	enue Code (i.e. Traditional IRA o	r 408).
☐ For Rollovers from All Eligibl	e Plans				ŕ
<ul> <li>Most recent Account Staten applicable, Roth first contril</li> </ul>	nent or Final Distribution Staten pution date and Roth contribution	nent from j	previous employer's Plan showing the	Internal Revenue Code, Plan Na	me, and it
			ontribution date and Roth contribution Plan Administrator of the distributing		is account
The name of the distributing Pla (hereinafter referred to as the "I	an is: Plan").				
The Plan Administrator of the P	lan certifies to the best of their l	knowledge	that:		
(1) The Plan is designed or inte	ended to be and meets the requir	ements of	(please check one):		
Qualified 401(a) Plan					
☐ Qualified 401(k) Plan					
☐ 403(b) Plan					
☐ Governmental 457(b) P	lan				
( )	nsent requirements have been sa				
(3) The amounts are eligible for					
· · · · · · · · · · · · · · · · · · ·	` '	mate amou	nt if exact amount is not known).		
(5) For Rollovers from designat					
Roth first contribution date:					
Roth contributions (no earn	• /				
Authorized Plan Administrator/					
Signature for Previous Employe	er's Plan:				
Name (print)	Name (print) Title				
Company Name	Date				
I ( ( ( ) ) I ( ( ) )	PI 0				
•	•		materials for investment option designed emptions or exchanges if assets a		ted in the
			prospectus and/or disclosure documen		
Do not complete the Investment Op LLC ("AAG"). If you have not yet call 1-800-634-5091.	otion Information portion of this elected to have your account p	form if yo rofessional	u elected to have your account professi ly managed by AAG and would like to	onally managed by Advised Asso o enroll in the Managed Account	ets Group, ts Service,
Select either existing ongoing alloc	ations (A) <b>or</b> your own investm	ent options	(B).		
(A) Existing Ongoing Allocations	•	•			
	er the same as my existing ongo	ing allocat	ions		
(B) Select Your Own Investment	, ,	8			
Please Note: For automatic dollar	_	Dognongo	System or occoss our Web site		
		Kesponse	•		
INVESTM	ENT OPTION		INVESTN	MENT OPTION	
NAME	TICKER CODE	<u>%</u>	<u>NAME</u>	TICKER CODE	<u>%</u>
LifePath Index Retirement Fund F	N/A 01TX10		Fidelity Diversified International Fun	id <b>FDIVX FD-DIV</b>	
LifePath Index 2020 Fund F			Lord Abbett Small-Cap Value I		
LifePath Index 2025 Fund F			First Eagle Fund of America Y		
LifePath Index 2030 Fund F			Victory Munder Mid Cap Core Grow		
LifePath Index 2035 Fund F			Davis New York Venture A		
LifePath Index 2040 Fund F			Vanguard Institutional Index I		
LifePath Index 2045 Fund F LifePath Index 2050 Fund F			Vanguard Institutional Index Instl Pl. Vanguard Wellington Adm		
mer ani maex 2000 Fund F			ranguaru rrennigion Aum	TILLIA TILLIA	

01TX08

01TX09

**AMTIX** 

BlackRock 1-3 Year Govt Bond Index F...... N/A

BlackRock Short Term Investment W........... N/A

MUST INDICATE WHOLE PERCENTAGES

06TXB1 10BDIX

BRMMFW \_

= 100%



## **Participation Agreement**

**Advised Assets Group, LLC** - If I have elected to have my account professionally managed by Advised Assets Group, LLC and this form is submitted, my election to have my account professionally managed will override the investment allocation requested on this form until such time as I revoke or amend my election to have my account professionally managed.

General Information - I understand that only certain types of distributions are eligible for rollover treatment and that it is solely my responsibility to ensure such eligibility. By signing this form, I affirm that the funds I am rolling are in fact eligible for such treatment. I authorize these funds to be rolled into my employer's Plan and to be invested according to the information specified in the Investment Option Information section. I understand and agree that this account is subject to the terms of the Plan Document

If the investment option information is missing or incomplete, I authorize Service Provider to allocate the rollover assets ("assets") the same as my ongoing contributions (if I have an account established) or to the default investment option selected by my Plan. (if I do not have an investment election on file). If no default investment option is selected by the Plan, the funds will be returned to the payor as required by law. If additional rollover assets from the same provider are received more than 180 calendar days after Service Provider receives this Incoming Rollover form (this "form"), I authorize Service Provider to allocate all monies received the same as my most recent investment election on file with Service Provider. I understand I must call the Voice Response System at 1-800-634-5091 or access the Web site at www.texasaver.com in order to make changes or transfer monies from the default investment option. I understand that this completed form must be received by Service Provider at the address provided on this form. Assets will not be invested until after approval is granted. Forms and documentation received after market close will be reviewed for approval the following business day.

I understand that the current Custodian/Provider may require that I furnish additional information before processing the transaction requested on this form, and Service Provider is not responsible for determining the status of any transaction that I have requested. It is entirely my responsibility to provide the current Custodian/Provider with any information that they may require, and/or to notify Service Provider of any information that the current Custodian/Provider may wish to obtain in order to effect the transaction.

Withdrawal Restrictions - I understand that the Internal Revenue Code and/or my employer's Plan Document may impose restrictions on rollovers and/or distributions. I understand that I must contact the Plan Administrator/Trustee, if applicable, to determine when and/or under what circumstances I am eligible to receive distributions or make rollovers.

**Investment Options -** I understand and acknowledge that all payments and account values, when based on the experience of the investment options, may not be guaranteed and may fluctuate, and, upon redemption, shares may be worth more or less than their original cost. I acknowledge that investment option information, including prospectuses, disclosure documents, and fund profile sheets have been made available to me and I understand the risks of investing.

Account Corrections - I understand that it is my obligation to review all confirmations and quarterly statements for discrepancies or errors. Corrections will be made only for errors which I communicate within 365 calendar days of the last calendar quarter. After this 365 days, account information shall be deemed accurate and acceptable to me. If I notify Service Provider of an error after this 365 days, the correction will only be processed from the date of notification forward and not on a retroactive basis.

**Outstanding Loan Balance** - An outstanding loan balance cannot be included in the rollover. However, you may pay off the outstanding loan balance *before* this rollover is submitted. After the loan is paid off, you may submit this rollover request. If you do not pay off the outstanding loan balance, you may rollover only the cash value (not including the loan) from the contract that has the outstanding loan.

## Required Signature(s) and Date

Participant Consent

My signature indicates that I have read, understand the effect of my election and agree to all pages of this Incoming Rollover form. I affirm that all information provided is true and correct. If a Rollover is requested, I certify that: 1) I was entitled to a distribution as a participant, not as a beneficiary; 2) the distribution was neither one of a series of periodic payments or required minimum distribution nor a hardship distribution; 3) the rollover contribution is being made to the Plan within 60 days from the date I received my distribution; 4) the entire amount being rolled over would be included in my income if it were not being rolled over; and 5) that the entire amount is being rolled over from an "eligible retirement plan" within the meaning of Code Section 402. I understand that Service Provider is required to comply with the regulations and requirements of the Office of Foreign Assets Control, Department of the Treasury ("OFAC"). As a result, Service Provider cannot conduct business with persons in a blocked country or any person designated by OFAC as a specially designated national or blocked person. For more information, please access the OFAC Web site at: http://www.treasury.gov/about/organizational-structure/offices/Pages/Office-of-Foreign-Assets-Control. aspx.

Participant Signature

Date

A handwritten signature is required on this form. An electronic signature will not be accepted and will result in a significant delay.

Core securities, when offered, are offered through GWFS Equities, Inc. and/or other broker dealers.

GWFS Equities, Inc., Member FINRA/SIPC, is a wholly owned subsidiary of Great-West Life & Annuity Insurance Company.

Empower Retirement refers to the products and services offered in the retirement markets by Great-West Life & Annuity Insurance Company, Corporate Headquarters: Greenwood Village, CO; Great-West Life & Annuity Insurance Company of New York, Home Office: NY, NY; and their subsidiaries and affiliates. The trademarks, logos, service marks, and design elements used are owned by their respective owners and are used by permission.

**GWRS FRLCNT 07/12/17** 

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## **Step-by-Step Instructions for Rollover Contributions**

## **Participant Instructions**

Texa\$aver 401(k) Plan offers you the opportunity to "roll over" the distribution you receive from your previous employer's Plan or your IRA. The following information and instructions are designed to help you through this process. If you have any questions, contact the Voice Response System at 1-800-634-5091.

## Determine Whether Your Contribution is a Direct Rollover or a Regular 60-Day Rollover

#### Direct Rollover

Return this Incoming Rollover form (fully completed),

plus, required supporting documentation (see Required Documentation section) to:

Regular Mail Empower Retirement PO Box 173764

Denver, CO 80217-3764

Overnight Express 8515 East Orchard Road

Greenwood Village, CO 80111

<u>Phone</u> 1-800-634-5091 Fax 1-866-745-5766

## Regular 60-Day Rollover

Return this Incoming Rollover form (fully completed),

plus, copy of <u>stub</u> from other investment provider/company's distribution check, plus, required supporting documentation (see Required Documentation section) to:

Regular Mail Empower Retirement

PO Box 173764

Denver, CO 80217-3764

Overnight Express 8515 East Orchard Road

Greenwood Village, CO 80111

<u>Phone</u> 1-800-634-5091 <u>Fax</u> 1-866-745-5766

Send no check with this form. Once your rollover is approved, Empower Retirement will contact you and provide payment instructions.

# IMPORTANT INFORMATION AND REMINDERS

This form must arrive at Empower Retirement prior to the transaction proceeds. Rollover contributions received before transaction approval will not be invested until approval is granted.

In the event that a rollover contribution is made that can <u>not</u> be accepted, the rollover contribution will be made payable to and returned to the issuer.

Examples of contributions that can not be rolled over:

Any required minimum distributions (i.e. amount being paid to you because you are age 70 1/2 or older)

Distributions that are a series of periodic payments (made at least annually and paid to you over your life expectancy or the life expectancy of you and your beneficiary) or for a period of at least 10 years.

Review decisions related to your qualified plan distribution with your financial advisor or your tax advisor.

## If Electing a Direct Rollover

For a Direct Rollover from a Traditional IRA please note: The maximum amount eligible is the total amount of your deductible IRA contributions plus earnings. Non-deductible IRA contributions may not be rolled over. If your rollover amount was held in a conduit IRA and you were born before January 1, 1936, you may be eligible for capital gains treatment. In this instance, you may want to track these rollover amounts in order to be eligible for favorable tax treatment. If the amounts were from a SIMPLE IRA, you would have had to participate in the SIMPLE IRA for a minimum of two years.

### If Electing a Regular 60-Day Rollover

If choosing a Regular 60-Day Rollover, remember to send a copy of the check stub from the previous provider, showing the amount of distribution and withholding.

Please Note: If you are making a "Regular 60-Day Rollover" under Federal Regulations, you have 60 (sixty) days from the date you receive your distribution to make a rollover contribution. After 60 days, Service Provider cannot accept your rollover contribution. It is your responsibility to ensure that Service Provider receives all required documentation <u>AND</u> your rollover contribution prior to the expiration of the 60-day period. There are no exceptions to the 60-day rule. You will be responsible for any income tax or tax penalties for failure to meet the 60-day rule for rollover contributions when information is not provided and the rollover contribution is not made within the 60-day period.

**GWRS FRLCNT 07/12/17** 

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