Quit | Help | Clear Fields | Save Form Only | Print

charles SCHWAB
INSTITUTIONAL

IRA & ESA Distribution Form

Investment Advisor ("IA") Information (This portion to be completed by IA.)

IA Firm Name (please print): ______________________________

IA Master Account Number: ______________________________ Service Team: ____________

1. Schwab Account Information

____
Schwab Account Number

Account Holder's First Name | Middle | Last | Social Security /Tax ID Number

2. Reason for Withdrawal (Refer to Section 8 on page 6.)

Please check ONLY one of the following. This information is required for IRS reporting purposes. If you authorize Schwab to make future distributions, you represent that the reason shown below will apply to these distributions, unless you notify Schwab of changes.

A. From a Traditional IRA, Rollover IRA, Inherited IRA, SEP-IRA, SARSEP-IRA or SIMPLE IRA only:

- ◯ **Normal Distribution** (Code 7)
  Use for a Normal Distribution when the taxpayer is age 59½ or older, or for a distribution that will be rolled over to another IRA or an employer plan* within 60 days when the taxpayer is age 59½ or older, or for an IRA revocation when the taxpayer is age 59½ or older.
- ◯ **Early Distribution (subject to 10% early withdrawal penalty)** (Code 1)
  Use for a distribution when the taxpayer has **not** reached age 59½ and no known exception under Section 72(t) applies, including a distribution that will be rolled over to another IRA or an employer plan* within 60 days when the taxpayer is younger than age 59½, or for an IRA revocation when the taxpayer is younger than age 59½.
- ◯ **Early Distribution (not subject to 10% early withdrawal penalty)** (Code 2)
  Use for a distribution when the taxpayer has not reached age 59½ but an exception under Section 72(t) applies.
- ◯ **Disability Distribution, under age 59½** (Code 3)
  Use for a distribution due to a disability under Section 72(m)(7).
- ◯ **Distribution from an Inherited IRA** (Code 4)
  Use only for distributions from an Inherited IRA. **Note:** To request an initial death distribution, please see Section 2F below.
- ◯ **Direct Rollover Distribution** (Code G) This option is not available for Inherited IRAs.
  Use only for a distribution from an IRA that will be paid to a qualified employer plan.
- ◯ **Early Distribution from a SIMPLE IRA (subject to 25% early withdrawal penalty)** (Code S)
  Use for a distribution from a SIMPLE IRA taken within two years of the date the first contribution was made.
- ◯ **Conversion to a Roth IRA** (Code 2 or 7)
  If this is a reconversion of previously recharacterized assets, you may only reconvert to a Roth IRA the following calendar year or 30 days later, whichever is greater.

B. From a Roth IRA only:

- ◯ **Qualified Distribution, five-year holding period completed** (Code Q)
  Use when the taxpayer has reached age 59½ or is disabled, or for a distribution from an Inherited Roth IRA.
- ◯ **Qualified IRA Distribution, five-year holding period unknown** (Code T)
  Use for a distribution if it is not known if the five-year holding period has been completed and the taxpayer has reached age 59½, or the taxpayer is disabled, or for a distribution from an Inherited Roth IRA.
- ◯ **Early Distribution (subject to 10% early withdrawal penalty)** (Code J)
  Use for a distribution when the taxpayer has not reached age 59½ and no known exception under Section 72(t) applies.

C. From an ESA only:

- ◯ **ESA Distribution**
  Use for a distribution from an Education Savings Account.

*"Employer plan" means a qualified retirement plan, a 403(b) annuity or Custodial account, or a 457(b) eligible deferred compensation plan maintained by a state or any political subdivision, agency or instrumentality thereof.

For Charles Schwab Use Only
____
Account Number

1 6 2 8 0 1

CRS 22080 (0805-1468) APP12179PDF-08 (08/05)

2. Reason for Withdrawal (Continued)

D. Withdrawal of Excess Contribution (Code 8/P)

I am withdrawing the excess contribution I made on ____________________ (mm/dd/yyyy) for the tax year___________ in the amount of $_____________________ plus earnings on the excess contribution of $_________________. My tax-filing deadline is/was _______________.

◯ By checking this circle, you are accepting the calculation method and earnings amount determined by Schwab to be accurate.

If you are removing an excess amount after your tax-filing deadline, including any extensions you received or could have received automatically, then the distribution must be reported as a Code 1, 7, J or T, and earnings are not distributed.

E. Transfer Pursuant to Divorce

Use for transfers of interest from IRA or ESA account holder to former spouse under a divorce or separation instrument. Please call your investment advisor for the additional documentation required.

Recipient First Name ____________ Middle ____________ Last ____________

Recipient's Social Security/Tax ID Number ____________ Recipient's Daytime Telephone Number ____________

F. Transfer Pursuant to Death

Use for distribution due to death of account holder (Code 4). Call your investment advisor for the additional documentation required.

Recipient First Name ____________ Middle ____________ Last ____________

Recipient's Social Security/Tax ID Number ____________ Recipient's Daytime Telephone Number ____________

Note: If the original account holder was older than age 70½ and did not take a Required Minimum Distribution (RMD) in the year of death, an RMD must be taken before the account can be transferred. Please provide a separate IRA Distribution form.

Choose 1 or 2 below based on your relationship to the deceased IRA account holder and your preference for receiving the IRA assets you have inherited.

(1) For spouse beneficiaries only

- ◯ **Spousal transfer (treat as own)** This election is only available if the spouse is the sole beneficiary.
- ◯ **Transfer IRA funds to an Inherited IRA**
- ◯ **Take a lump-sum distribution**

(2) For non-spouse beneficiaries or multiple beneficiaries

- ◯ **Transfer IRA funds to an Inherited IRA**
- ◯ **Take a lump-sum distribution**

Note: If the IRA account holder was married and resided in a community-property state, please call your investment advisor for the additional documentation that may be required.

3. Tax Withholding Election (Please select one.) Not applicable to withdrawals from an Education Savings Account.

If you do not complete this section, we must withhold taxes from your requested distribution.

◯ I want no income tax withheld.

◯ I want federal income tax withheld, in the amount shown below. Note: Federal tax withholding must be at least 10% and a whole number.

- ◯ 10%
- ◯ Other percentage (specify ________%) **or** dollar amount (specify $_________________________)

◯ California residents' additional withholding:

- ◯ 1% **or** ◯ Other percentage (specify ________%) **or** dollar amount (specify $_________________________)

Distributions from your IRA are subject to federal (and possibly state) income tax. Unless you elect to have no income tax withheld, the IRS requires withholding 10% of the distribution for payment of federal income taxes. California residents can have 11% withheld—the additional 1% is for California state tax. Even if you elect not to have tax withheld, you are liable for payment of income tax on the taxable portion of your distribution. You may also be subject to tax penalties under the estimated tax payment rules if your withholding and payments of estimated tax, if any, are not adequate. You may revoke the election at any time. The election shall remain effective until revoked. You may wish to consult your tax advisor or IRS Publication 590 concerning your withholding election.

For Charles Schwab Use Only ____________________ Account Number

WB

Schwab Institutional is a division of Charles Schwab & Co., Inc. CRS 22080 (0805-1468) APP12179PDF-08 (08/05)

4. Required Minimum Distribution

Complete this section only if you are age 70½ or older and you wish Schwab to calculate and distribute your Required Minimum Distribution (RMD).

If this is your first Required Minimum Distribution request, list the tax year you are requesting.

This request is for tax year: _______________.
(yyyy)

Although an RMD amount must be calculated for all your IRAs, you can take an RMD from each account, or take the full amount from a single account.

A. Determining Your Life Expectancy Factor

The Uniform Lifetime Table will be used in the majority of cases. If you have a sole spouse beneficiary who is more than 10 years younger than you, the Joint Life Expectancy Table will be used.

(1) Your date of birth: ____________________
(mm/dd/yyyy)

Determining if Joint Life Expectancy applies:

(2) Is your spouse your sole beneficiary **and** more than 10 years younger than you? ○ Yes ○ No

If you answered "No," proceed to Section B below.

(3) Your spouse's date of birth: ____________________
(mm/dd/yyyy)

(4) Your spouse's name: ____

B. Fair Market Value (FMV) Adjustments

Check any of the following situations that apply to you and fill in the necessary information:

- ○ If you transferred your IRA to Schwab from another firm in the current calendar year and have not yet taken the RMD for that account this year, indicate the FMV of that IRA as of December 31 of last year: $____________________
- ○ If you withdrew funds from an IRA after November 1 of the previous calendar year, and subsequently rolled the funds into the IRA identified in Section 1 in the current calendar year (60-day rollover), indicate the amount of the rollover: $____________________
- ○ If you completed a Roth conversion in the previous calendar year, did you recharacterize any or all of that conversion and transfer it to the IRA identified in Section 1 in the current calendar year? ○ Yes ○ No

Note: If you remove your RMD and later recharacterize a prior-year contribution, you must recalculate your year-end FMV to include the recharacterization plus attributable earnings.

- ○ If you would like your RMD calculated for IRA assets held outside of Schwab, indicate the FMV of your IRA(s) as of December 31 of last year:

Custodian Name: ____ FMV $ ______________________________

Custodian Name: ____ FMV $ ______________________________

Custodian Name: ____ FMV $ ______________________________

C. Distribution Instructions

- ○ Calculate only. No distribution at this time. (Go to Section 8 and sign.)
- ○ Calculate and distribute my RMD from this Schwab IRA only.
- ○ Calculate and distribute my RMD from this Schwab IRA, including the outside IRA assets listed in Section 4B above.

5. Frequency of Distribution: One-Time, Periodic or Total

If you plan to receive your distribution through Schwab MoneyLink®, you have the option of selecting both One-Time (A) and Periodic (B). All other distribution methods must select One-Time (A), Periodic (B) or Total (C). After you complete this section, go to Section 6 to indicate your preferred method of distribution. **Call your investment advisor if you want to liquidate any securities in your IRA before this distribution is issued.**

A. ○ **One-Time**

- ○ Distribute entire sweep money fund balance.
- ○ Distribute $__________________________ from my sweep money fund balance.
  This amount is a: ○ Before-tax (gross) distribution ○ After-tax (net) distribution
- ○ Distribute specific shares of securities listed below to my Schwab account, as listed in Section 6A.
- ○ Distribute, in certificate form, specific shares of securities listed below.†

If you indicated that you want securities distributed, list the securities here.

Number of Shares	Name of Security	Number of Shares	Name of Security

(List additional securities on a separate sheet.)

Note: The value of the distribution (including securities) will be determined using the most recent market price received by Schwab when this form is processed.

For Charles Schwab Use Only ______________________________
Account Number

WB

 CRS 22080 (0805-1468) APP12179PDF-08 (08/05)

1 6 2 8 0 2

5. Frequency of Distribution: One-Time, Periodic or Total (Continued)

B. ◯ **Periodic (Recurring)**

This is a: ◯ New request ◯ Change from my current request ◯ Cancellation of my current request

Beginning ____________________ (mm/dd/yyyy) and continuing until I instruct otherwise, distribute $ ____________________ from my sweep money fund balance.

This amount is a: ◯ Before-tax (gross) distribution ◯ After-tax (net) distribution

Frequency **(select one)**: ◯ Weekly ◯ Semi-monthly ◯ Monthly ◯ Last business day of each month
◯ Bi-monthly ◯ Quarterly ◯ Semi-annually ◯ Annually

C. ◯ **Total**

◯ Distribute entire account assets according to instructions in Section 6.

◯ Distribute all cash equivalents and all securities in certificate form from my Schwab IRA.†

My Schwab IRA should **(select one)**: ◯ Be closed ◯ Remain open

†Allow approximately four to six weeks to process distributions of securities in certificate form. The value of the distribution (including securities) is determined as of the closing price on the business day the distribution is issued. Schwab charges a $50 per certificate fee for physical stock certificates. Some securities cannot be delivered.

6. Distribution Method (Please select one.)

Indicate your delivery instructions here. If you do not complete this section, Schwab will automatically mail your distribution (a check and/or securities certificates) to the address listed on your Schwab IRA.

You may authorize your independent IA to initiate the following distributions on your behalf by completing Section 7.

A. ◯ **Transfer my distribution assets (listed in Section 5) to my Schwab account.**

Account Number: ____

B. ◯ **Convert my IRA assets to my Schwab Roth IRA.**

Use this option only if you are converting your Traditional IRA, SEP-IRA or SIMPLE IRA to a Roth IRA.

Roth IRA Account Number: ____

C. ◯ **Mail my distribution.** (Choose 1, 2 or 3 below.)

(1) ◯ Please send check to the address on my Schwab account.

(2) ◯ Please send check to alternate address below.

Mailing Address ____________ City ____________ State ______ Zip Code ______

(3) ◯ Please make the check payable as indicated below (all fields required).

Payee Name ____

Payee Mailing Address ____________ City ____________ State ______ Zip Code ______

◯ Use overnight delivery.‡

D. ◯ **Wire funds:**‡ Please provide the following information:

Bank Name ____________ ABA Routing Number ____________ Bank Telephone Number ____________

Bank Account Number ____________ Bank Account Registration ____________

Further Credit/Escrow Account Number (if applicable) ____

Name of Final Beneficiary (if applicable) ____

‡Fees may apply. Call your investment advisor for details.

For Charles Schwab Use Only

Account Number ____________________

6. Distribution Method (Continued)

E. ◯ **Schwab MoneyLink® Electronic Funds Transfers**

Schwab MoneyLink is not available for SEP-/SARSEP-IRAs, SIMPLE IRAs or recurring RMD distributions.

Select one: ◯ Implement new instructions. ◯ Implement additional instructions. ◯ Change existing instructions. ◯ Terminate existing instructions.

By enrolling in Schwab MoneyLink, you are establishing a standing authorization to request electronic funds transfers from your Schwab IRA account to the Other Account specified below (collectively, the "MoneyLink Service"). Please allow up to three weeks after Schwab receives this form before requesting your first transfer. Generally, two business days are required to complete a transfer.

Other Financial Institution Account Information and Authorization

All owners of the Other Account who are not also holders of the Schwab account must sign Section 9.

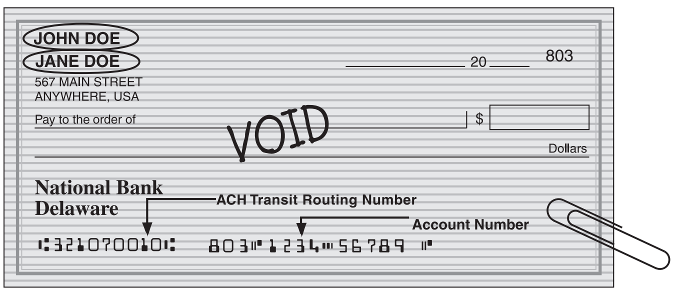
Note: Corporate or organization accounts require authorization signatures from at least two duly appointed authorized agents of the corporation or organization.

Other Account Number: ___________________________________

(1) Bank/Financial Institution Information

This is a: ◯ Personal Checking Account ◯ Corporate/Organization Checking Account
◯ Personal Savings Account ◯ Corporate/Organization Savings Account

(2) Other Account Verification. A preprinted, cancelled or voided check is required for processing.



Alternative acceptable documentation for accounts without checks:

- Preprinted deposit slip for a savings account; or
- A letter from your financial institution, signed by an officer, which includes account title, account number, account type and ACH Transit Routing Number.

For Charles Schwab Use Only ___________________________
Account Number

1 6 2 8 0 3

7. Investment Advisor Disbursement Authorization. (Optional)

Please initial below if you have not previously granted your IA disbursement authorization and want to authorize your IA to initiate a transfer to an account with different registration from your Schwab account. All Schwab account holders must initial below; an "X" is not sufficient.

__________ Acct. Holder

I/we authorize Schwab to accept instruction from my IA to transfer funds from my Schwab IRA account to the account at another financial institution designated above. IA's authority includes giving Schwab instructions on my/our behalf and changing existing instructions for one-time (on request) transfers and recurring transfers, stopping transfers, and canceling the MoneyLink Service (and re-establishing it within 60 days of cancellation). IA's authority does not include requesting disbursements to other Schwab accounts or other financial institution accounts not identified above. I understand that my actions, or those of my IA if so authorized by me, may affect my federal income taxes and that Schwab shall have no liability for any such taxes or related penalties.

8. Please Read and Sign.

Withdrawal of Assets
You may withdraw assets—funds or securities—from a Traditional/Rollover IRA, Inherited IRA, Roth IRA, SEP-/SARSEP-IRA, SIMPLE IRA, or ESA at any time.

Taxation of IRAs
For more information, see IRS Publication 590 or consult a tax advisor.

In general, qualified withdrawals from a Roth IRA (including contributions and investment earnings) and distributions of the nondeductible contributions to a Traditional/Rollover IRA and Roth IRA are free from federal income tax. All other IRA distributions, including deductible contributions and investment earnings, are subject to federal income tax at ordinary income tax rates.

Rollover Exception. If you make a withdrawal from your IRA, you have 60 days from the date of the withdrawal to roll the same assets back into an IRA (at Schwab or elsewhere) in order to avoid taxes and penalties on the amount withdrawn. The rollover must be made into the same kind of IRA (e.g., a distribution from a Roth IRA may be rolled over only into another Roth IRA, not a Traditional IRA). You may do this only once in a rolling 12-month period.

Early Withdrawal Penalty. If you are not yet age 59½, a 10% early withdrawal penalty applies to the taxable portion of distributions from the Traditional/Rollover IRA, Roth IRA, SEP-/SARSEP-IRA or SIMPLE IRA unless the distribution qualifies for an exception to the penalty. In the case of a SIMPLE IRA, the early withdrawal penalty increases from 10% to 25% for a distribution made within the first two years after the account is established.

Exceptions to the Early Withdrawal Penalty. The 10% penalty described above will not apply if the distribution is:

(1) used for qualified higher education expenses, qualified home purchase expenses, certain medical expenses, or certain health insurance expenses during periods when you are unemployed;

(2) made after your death or disability;

(3) paid in substantially equal payments over your life or life expectancy; or

(4) paid on account of an IRS levy.

If you convert your Traditional/Rollover IRA to a Roth IRA, the taxable portion of your Traditional IRA is not subject to the 10% penalty regardless of your age at the time of the conversion.

Withdrawal of Excess Contribution. If you withdraw an excess contribution, you are required to file IRS Form 5329 with your tax return. (Please see the section on "Penalty and Tax Reporting" in the Charles Schwab & Co., Inc. Individual Retirement Disclosure Statement regarding taxation of excess contributions.)

Taxation of Education Savings Accounts. For more information, see IRS Publication 970 or consult a tax advisor.

In general, withdrawals from an ESA are free from federal income tax if they are not more than the beneficiary's qualified education expenses for the year. All other ESA distributions are taxable, **but only** on the amount that represents earnings that have accumulated tax-free in the ESA.

Required Minimum Distributions. When you reach age 70½, you are required to begin taking distributions from your Traditional/Rollover IRA. This is not required for a Roth IRA. For more information, consult your investment advisor or IRS Publication 590.

Rollover Exception. If you make a withdrawal from your ESA, you have 60 days from the date of the withdrawal to roll the same assets back into an ESA (at Schwab or elsewhere) for the same beneficiary (or a member of his or her family who has not reached age 30) in order to avoid taxes and penalties on the amount withdrawn. You may do this only once in a rolling 12-month period.

Additional Tax. An additional tax will generally apply to a taxable distribution from an ESA unless it is made:

(1) to the estate of a deceased beneficiary,

(2) on account of the beneficiary's disability,

(3) because of attendance at a U.S. military academy, or

(4) as a refund of an excess contribution (and earnings) made before the beginning of the sixth month after the year of the contribution.

If the additional tax applies, you are required to file IRS Form 5329 with your federal tax return.

Schwab MoneyLink® Accounts (if applicable). You authorize Charles Schwab & Co., Inc. to direct transfers of money electronically according to the instructions outlined on this form from your Schwab account to your bank or other financial institution account as designated above, and authorize that bank or other financial institution to credit and/or debit the same to such accounts, subject to the applicable terms and conditions contained in this form, your Schwab Account Agreement, and the Electronic Funds Transfer Terms and Conditions which you will receive separately once you are enrolled in the MoneyLink Service. You acknowledge that Schwab may rely on the account information you provide and shall have no obligation to verify additional recipient account registration information.

This standing authorization will remain in effect on your Schwab IRA account until Schwab terminates the MoneyLink Service or has received notification from you (or any of the account holders or IA) of termination in such time and in such manner as to allow Schwab and your other bank or financial institution a reasonable opportunity to act on it. Written notification may be addressed to Charles Schwab & Co., Inc., MoneyLink Support Services, 101 Montgomery Street, San Francisco, CA 94104. You may also contact Schwab customer service directly at 1-800-515-2157.

Custodial Accounts. If this is a Custodial account, you acknowledge and agree that any funds or securities transferred out of the account, and into the account of the custodian or other account, shall be used or applied solely for the benefit of the minor.

IMPORTANT DISCLAIMER: This summary is intended to provide a general statement of the rules affecting withdrawals from IRAs and Education Saving Accounts and is not intended to provide specific guidance. The rules affecting withdrawals from these accounts are complex and subject to change. Please consult your own financial, tax or legal advisor regarding the application of the rules regarding your particular situation before requesting a distribution.

For Charles Schwab Use Only ____________________
Account Number

8. Please Read and Sign. (Continued)

I certify under penalty of perjury that (1) the number shown on this application is my correct taxpayer identification number; (2) I am not subject to back-up withholding because (a) I am exempt from back-up withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to back-up withholding as a result of a failure to report all interest and dividends, or (c) the IRS has notified me that I am no longer subject to back-up withholding; and (3) I am a U.S. person (including a U.S. resident alien). (I understand that if I have been notified by the IRS that I am subject to back-up withholding as a result of dividend or interest underreporting and I have not received a notice from the IRS advising me that back-up withholding is terminated, I must strike or cross out the information contained in item 2 above.) The IRS does not require my consent to any provision of this document other than the certifications required to avoid back-up withholding.

Please distribute cash and/or securities from my IRA in the manner and for the reasons stated above. I certify that the information on this form is correct. Schwab may rely on my certification without further investigation or inquiry.

Signature: Account Holder ____________________ Date ____________ (mm/dd/yyyy)

Signature: Recipient (if other than Account Holder) ____________________ Date ____________ (mm/dd/yyyy)

Signature: Investment Advisor (if applicable and so authorized) ____________________ Date ____________ (mm/dd/yyyy)

Note: If Section 6B, 6C(2), 6C(3) or 6E is completed, account holder must sign. In other cases, investment advisor may sign only if account holder has granted disbursement authority and, if applicable, the receiving account registration is identical to the Schwab account registration or the account holder has previously granted authority under Section 7.

9. MoneyLink Authorization for Other Financial Institution Account (For MoneyLink distributions only.)

All account holders or authorized agents for the Other Account specified in Section 6E must sign below. By doing so, account holder acknowledges his or her authorization to allow Schwab to initiate debits and/or credits to the Other Account upon receipt of instructions from the Schwab IRA account holder or his or her designated agent, subject to the MoneyLink Service terms and conditions.

Signature: Other Account Holder ____________________ Date ____________ (mm/dd/yyyy)

Signature: Additional Other Account Holder ____________________ Date ____________ (mm/dd/yyyy)

For Charles Schwab Use Only

Account Number ____________________

WB

Schwab Institutional is a division of Charles Schwab & Co., Inc. CRS 22080 (0805-1468) APP12179PDF-08 (08/05)

1 6 2 8 0 4