



# financial life

A Fraternal Benefit Society

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## AUTHORIZATION TO TRANSFER FUNDS

Original paperwork will need to be mailed to 1891 Financial Life as many financial institutions will require originals.

### 1) Financial Institution Holding Assets

Company Name: \_\_\_\_\_

Contract/Policy/Account Number – *One Per Transfer Form*: \_\_\_\_\_

Company Address – *No PO Box*: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Phone No.: \_\_\_\_\_

### 2) Existing Owner Information at Financial Institution - shown in section 1

#### OWNER

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address / Apt. No: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Email: \_\_\_\_\_ SSN / TIN: \_\_\_\_\_

#### JOINT OWNER – *if applicable*

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email: \_\_\_\_\_ SSN / TIN: \_\_\_\_\_

#### INSURED/ANNUITANT(S) – *if other than owner*

Name(s): \_\_\_\_\_

Email(s): \_\_\_\_\_

SSN / TIN No(s): \_\_\_\_\_

#### SPOUSE – *Only in CA, WA, WI (If you reside in one of the listed community property states.)*

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

The undersigned requests and directs the following action be taken to transfer the contract, policy, or account funds identified below.

### 3) Type Of Investment Held At Financial Institution - described in section 1 and 2

#### THIS SECTION MUST BE FULLY COMPLETED

If the assets being transferred are currently or were held in an annuity contract or life insurance policy within the last 12 months, state replacement forms may be required in order to be compliant with your state's replacement regulations.

- Variable Annuity
- Fixed Annuity/Fixed Indexed Annuity
- Life Policy
- Brokerage Account<sup>1</sup>
- Mutual Fund(s)<sup>1</sup>
- Money Market(s)
- Certificate of Deposit - *see section 6 for maturity date instructions*

1 - Contact financial institution to liquidate the account prior to submitting transfer paperwork for securities.

#### 4) Existing Plan Tax Qualification - described in section 1 and 2

- Qualified \_\_\_\_\_ retirement plan - specify type: 401, Pension, PSP, 403(b)<sup>1,2</sup>
- Beneficial \_\_\_\_\_ IRA - specify type: Traditional, Roth, SIMPLE<sup>1</sup>
- Non-Qualified or After Tax  Traditional IRA  Roth IRA
- SEP IRA  SIMPLE IRA<sup>1</sup>  Governmental 457(b)
- Qualified Plan Beneficiary  Life  Other \_\_\_\_\_

1 - SIMPLE IRAs are not available for variable annuities at 1891 Financial Life. 403(b) contracts are not available at 1891 Financial Life for fixed or variable business. However, 403(b) assets can be rolled over to an IRA at 1891 Financial Life if the assets are eligible for rollover.  
2 - Qualified plans (401(k)/pension plans) generally require their own withdrawal paperwork. Clients should contact their former employer to initiate the transfer. If a tax plan is not specified above, and an IRA is being established at 1891 Financial Life, the transaction will be reported in the Rollover contributions box of IRS Form 5498.

#### 5) Transaction Type - see page 3 for disclosures on the transaction being requested

##### Non-Qualified Exchange – as indicated in section 4

- 1035 Exchange (registration of owner must be “like to like” with the same ownership)  
COST BASIS REQUESTED: In accordance with the Tax Equity and Fiscal Responsibility Act of 1982, furnish a statement to the Assignee and to the former contract, policy or account holder of the cost basis in the contract, policy or account if available.
- Non-1035 Exchange/ other non-qualified assets

##### Qualified Exchange – as indicated in section 4

- Direct Rollover (e.g., 401 (k) to IRA)  Direct Transfer (e.g., IRA to IRA)
- Roth IRA Conversion (IRA to Roth IRA) - see disclosure on acceptance letter provided by 1891 Financial Life

#### 6) Transfer Instructions for Assets - described in section 1 and 2

##### THIS SECTION MUST BE FULLY COMPLETED

This is to request liquidation and/or transfer from the contract/policy/account listed in section 1:

- Full Liquidation – (estimated \$ amount) \$ \_\_\_\_\_
- Partial Liquidation<sup>2</sup> – (\$ amount) \$ \_\_\_\_\_

2 - Partial 1035 exchange(s) is (are) not permitted on life policies. In order to be considered a 1035 exchange by the IRS, the amount being requested must be transferred and retained in the receiving contract/policy/account.

##### Transfer and/or liquidation effective:

- Immediately – I am aware of penalties that may occur from an early withdrawal
- On maturity/liquidation date<sup>3</sup> \_\_\_\_ / \_\_\_\_ / \_\_\_\_

3 - Submit all transfer paperwork at least 10 business days prior to maturity date. Do not submit transfer paperwork requesting to hold for a maturity date any later than 15 business days. If outside of the time frame, requested processing cannot be guaranteed. (Does not apply for life policies being established at 1891 Financial Life)

If neither box is checked, transfer/liquidation will occur immediately.

- Please waive any conservation period that may apply and process transfer request.

##### Optional at the request of writing producer/registered representative:

Overnight funds to 1891 Financial Life – address on acceptance letter provided by 1891 Financial Life

Overnight Carrier (e.g., UPS, FedEx): \_\_\_\_\_ Overnight Account Number: \_\_\_\_\_

#### 7) Funds To Be Applied To 1891 Financial Life

- Annuity**  New 1891 Financial Life contract/policy number: \_\_\_\_\_
- Existing 1891 Financial Life contract/policy number: \_\_\_\_\_

- Life Policy**  New 1891 Financial Life contract/policy number: \_\_\_\_\_

#### 8) Lost Contract Statement

- Contract is attached**
- Certificate of lost contract** – I/We certify that the above referenced contract has been lost or destroyed; and to the best of my/our knowledge and belief is not in anyone's possession.

**9) Disclosures**

**I am aware of any surrender/withdrawal penalties which may apply, and I authorize the transaction described above. This transfer request also authorizes 1891 Financial Life to receive information on the status of this transfer or exchange by phone or in writing.**

The undersigned represents and agrees that 1891 Financial Life is participating in this transfer at the undersigned's specific request. It is further agreed that 1891 Financial Life has made no representations and that it has neither responsibility nor liability concerning the tax treatment of this transaction under the Internal Revenue Code.

**Transaction Disclosure Information**

**Tax Qualified Transactions:**

*Transfers:* This Certificate of Deposit, brokerage account, mutual fund, money market, and/or annuity contract is held in the IRA type marked above and is to be transferred to the same type of IRA.

*Direct Rollover:* This amount represents all or part of my eligible rollover distribution. I understand there will be no mandatory 20% withholding from this distribution because it is a direct rollover to an eligible retirement plan as defined under applicable tax law.

**Required Minimum Distributions:**

*Important note to existing financial institution:* If I must receive a required minimum distribution (RMD) for any reason (I am age 70-1/2 or older, this is a beneficial IRA, etc.), do not transfer or roll over my current year's RMD calculated for this account.

*Important note to owner:* The existing financial institution has the most accurate information to ensure that you receive the correct RMD from this account. If you do not receive the full amount of your RMD, you may be subject to an IRS penalty of up to 50% of the underpayment. If necessary, instruct your existing financial institution before affecting this transfer to either: (1) pay your RMD to you now, or (2) retain that amount for distribution to you later.

**Non-Qualified Transactions**

*Annuity/Life 1035:* Surrender a non-qualified annuity contract(s) or life insurance policy for the purchase of another non-qualified annuity contract under Sec 1035 of the Internal Revenue Code. Annuities only: For partial 1035 exchanges, any surrender or withdrawal from the existing or new annuity contract within 180 days of the exchange may subject you to adverse tax consequences unless you receive amounts as an annuity for the period of 10 or more years (or+ over your life expectancy). Please see your tax professional for further details.

*Surrender (Annuity/Life):* The undersigned, as owner of this contract or policy specified in this transaction, elects to surrender the assets for its net cash value and directs the transferring company to make payment(s) to the name Assignee. This does not qualify as a 1035 exchange.

**Absolute Assignment for 1035 Exchanges of Life or Annuity Contracts**

The owner of the above contract(s) hereby assigns ownership and beneficial rights under the contract(s) to the following assignee, 1891 Financial Life, Assignee ID Number: #36-1981330.

All previous designations of beneficiary and payee, and all previous elections of payment options under the contract(s) as to the partial or total amounts shown above, are revoked. The sole beneficiary and payee of the partial or total amounts shown above, shall be the named assignee.

**IRA Rollover**

Please note that, effective January 1, 2015, if you make a tax-free IRA to IRA rollover, you cannot, within a one-year period, make another tax-free rollover of a distribution from any of your IRAs to another IRA. Please consult your tax advisor with any questions.

**10) Transaction Authorization**

**SIGN AND DATE HERE**

\_\_\_\_\_  
Owner/Plan Administrator Date

\_\_\_\_\_  
Joint Owner – *If Applicable* Date

\_\_\_\_\_  
Insured/Annuitant – *Life Policy Different Than Owner* Date

\_\_\_\_\_  
Spouse<sup>1</sup> – *Only In CA, WA, WI* Date

**Medallion Stamp Guarantee**  
For requesting securities at the transferring company, if required.

Trust: \_\_\_\_\_ as Trustee of the: \_\_\_\_\_  
TRUSTEE'S SIGNATURE TRUSTEE NAME – *printed* DATE

Trust Email: \_\_\_\_\_

1- If you reside in one of the above listed community property states, the spouse must also sign.

**If you have additional questions, please call 1891 Financial Life at 800-344-6273.**