

# Premiere Select<sup>®</sup> Roth IRA Conversion

Use this form to request a conversion of all or any part of your Premiere Select Traditional, Rollover, SEP, or SIMPLE IRA ("IRA") to a Premiere Select Roth IRA with the same Broker/Dealer. The receiving Roth IRA must already be established or this form needs to accompany a new account application.

The Tax Cuts and Jobs Act eliminated the ability to recharacterize any conversions made to a Roth IRA in 2018 or after. You should consult with your tax advisor prior to requesting a conversion, as any taxable amounts converted will be subject to federal income taxes in the year in which the conversion occurs.

Roth IRA Conversions are not available to non-U.S. persons (excluding U.S. resident aliens).

Read the attached Customer Instructions and Terms and Conditions before completing this form. Type on screen or fill in using CAPITAL letters and black ink. If you need more room for information or signatures, use a copy of the relevant page.

## 1. Account Information

Provide the IRA owner name.	First Name	Middle Name	Last Name
	From Premiere Select IRA being converted		
	Account Number	To Premiere Select Roth IRA	
		Account Number	

## 2. Conversion Instructions

Convert your existing IRA to your Roth IRA indicated in Section 1 as specified below. Select either Full Conversion in-kind or provide partial conversion instructions.

Full Conversion in-kind Convert the entire balance of your IRA to your Roth IRA. The conversion will be based on the existing positions in your IRA on the date of the conversion; the IRA will be closed and any residual income on the existing positions will also be converted.

You must have sufficient cash in your core account investment vehicle. If a liquidating trade is necessary, consult your investment representative.

Partial Conversion in cash Convert the following dollar amount from your IRA to your Roth IRA.

Amount
\$

Partial Conversion in-kind Convert the following positions from your IRA to your Roth IRA.

List the investments to be converted in-kind and indicate the number of shares or check "All."

Investment Name	CUSIP or Fund Symbol	Number of Shares/ALL
		<input type="checkbox"/> All
		<input type="checkbox"/> All
		<input type="checkbox"/> All
		<input type="checkbox"/> All
		<input type="checkbox"/> All
		<input type="checkbox"/> All

Optional.  Additional instructions attached. To list more securities, attach a separate sheet and include the account numbers for the IRA being converted and the Roth IRA, and the names, CUSIPs, and amounts for each security. You must sign and date the attached instructions.



### 3. Tax Withholding Elections

The tax withholding elections below will apply to this conversion only. If you elect to have tax withholding, you must have sufficient cash in your core account investment vehicle. If a liquidating trade is necessary, consult your investment representative. **Read the Notice of Withholding in the Customer Instructions and Terms and Conditions before completing this section.**

Check one in each column. IRA owner's legal/residential address determines which state's tax rules apply.

**Federal**

- Do NOT withhold federal taxes
- Withhold federal taxes at the rate of:

Percentage
.0%

Minimum 10%, maximum 99%. Whole numbers, no dollar amounts. Note that if there is federal withholding, certain states require that there also be state withholding.

**State**

- Do NOT withhold state taxes unless required by law
- Withhold state taxes at the applicable rate
- Withhold state taxes at the rate of:

Percentage
.0%



Maximum 99%. Whole numbers, no dollar amounts.

### 4. Signature and Date *Form cannot be processed without signature and date.*

By signing this form, you:

- Represent that you have received the Premiere Select Roth IRA Custodial Agreement and Disclosure Statement at the time you completed the IRA Application and agree to be bound by the terms and conditions thereof.
- Accept full responsibility for complying with all IRS rules on conversions.
- Understand that the taxable converted amount will be subject to federal income taxes in the year in which the conversion occurs.
- Attest that, if you are required to take a Required Minimum Distribution, you have done so for the current year pursuant to Section 401(a)(9) of the Internal Revenue Code with respect to your IRA, and you accept full responsibility for complying with these requirements.
- Certify that you have carefully read, fully understand, and agree to comply with the Customer Instructions and Terms and Conditions, including the Notice of Withholding attached to this Premiere Select Roth IRA Conversion form.
- Authorize and request for National Financial Services LLC ("NFS") to make the above-requested distribution from your IRA and conversion contribution to your Roth IRA.
- Indemnify Fidelity Management Trust Company and NFS, and their officers, directors, employees, agents, affiliates, shareholders, successors, assigns and representatives from any liability in connection with following the instructions in this form, including any liability in the event that you fail to meet the IRS requirements regarding conversions.

**Either the account owner or an authorized individual must print name, sign, and date.**

Print Account Owner Name <i>First, M.I., Last</i>	
Account Owner Signature	Date <i>MM - DD - YYYY</i>
	

# Premiere Select® Roth IRA Conversion

## Customer Instructions and Terms and Conditions

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**Instructions and Terms and Conditions** Read these Instructions and Terms and Conditions carefully before completing and signing the attached form. You are responsible for complying with IRS rules governing IRA distributions and conversions to a Roth IRA, including required minimum distributions. If you fail to meet any IRS requirements regulating IRA distributions, you may be subject to tax penalties. If you have any questions regarding your specific situation, consult with either a tax advisor or your Broker, Financial Advisor, or Investment Professional ("investment representative").

### Form Instructions

The attached form should be used to request a Roth conversion from a Premiere Select Traditional, Rollover, SEP, or SIMPLE IRA ("IRA") held through National Financial Services LLC ("NFS") to a Premiere Select Roth IRA with the same Broker/Dealer. The receiving Roth IRA must already be established or this form needs to accompany a Premiere Select IRA Application.

The taxable converted amount will be subject to federal income, and in some cases, state taxes in the year in which the conversion occurs. If you are required to take a required minimum distribution from your IRA, you must do so prior to converting to a Roth IRA.

SIMPLE IRA assets may be converted to a Roth IRA only after the expiration of the two-year period beginning on the date your employer first made contributions to your SIMPLE IRA.

If you wish to convert an IRA currently held with another Custodian to a Premiere Select Roth IRA, you must first transfer the IRA to the same type of IRA prior to requesting the conversion. You will need to complete a Transfer of Assets form to initiate this transfer and only one Premiere Select IRA Application to establish both IRAs.

**Note to Broker/Dealer:** Do not send the Roth IRA Conversion form to NFS until the transfer of assets is complete.

## Notice of Withholding

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Read carefully before completing the Tax Withholding Elections section of the form.

A conversion to a Roth IRA is subject to federal (and in some cases, state) income tax withholding unless you elect not to have withholding apply. If you withhold state and/or federal taxes from the conversion, the amount withheld may be subject to the 10% early withdrawal penalty unless an exception applies. Withholding will apply to the gross amount of each conversion, even if you have made non-deductible contributions. Moreover, failure to provide a U.S. residential address will result in 10% federal income tax withholding on the conversion proceeds even if you have elected not to have tax withheld (an IRS requirement as applicable). A Post Office Box does not qualify as a residential address.

If you elect to have withholding apply (by indicating so on the Roth IRA Conversion form, by making no choice, or by not providing a U.S. residential address), federal income tax will be withheld from the conversion at a rate of at least ten percent (10%).

If federal income tax is withheld from the conversion amount, state income taxes may also be withheld regardless of the election. Your state of residence will determine your state income tax withholding requirements, if any. Your state of residence is determined by your legal address of record provided for the IRA.

Whether or not you elect to have federal and, if applicable, state income tax withheld, you are still responsible for the full payment of federal income tax, any state tax or local taxes, and any penalties which may apply to this conversion. Whether or not you elect to have withholding apply (by indicating so on the Roth IRA Conversion form), you may be responsible for payment of estimated taxes. You may incur penalties under the IRS and applicable state tax rules if your estimated tax payments are not sufficient.

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# Notice of Withholding *continued*

## Withholding Options

State of residence	State tax withholding options
AK, FL, HI, NH, NV, SD, TN, TX, WA, WY	<ul style="list-style-type: none"> <li>No state tax withholding is available (even if your state has income tax).</li> </ul>
AR, IA, KS, MA, ME, OK, VT	<ul style="list-style-type: none"> <li>If you choose federal withholding, you will also get state withholding at your state's minimum withholding rate or an amount greater as specified by you.</li> <li>If you do NOT choose federal withholding, state withholding is voluntary.</li> <li>If you have state withholding, you can request a higher rate than your state's minimum but not a lower rate, except on Roth IRA distributions.</li> </ul>
CA, DE, NC, OR	<ul style="list-style-type: none"> <li>If you choose federal withholding, you will also get state withholding at your state's minimum withholding rate unless you request otherwise.</li> <li>If you do NOT choose federal withholding, state withholding is voluntary.</li> <li>If you have state withholding, you can request a higher rate than your state's minimum but not a lower rate, except on Roth IRA distributions.</li> </ul>
DC <i>Only applicable if taking a full distribution of entire account balance.</i>	<ul style="list-style-type: none"> <li>If you are taking distribution of your entire account balance and not directly rolling that amount over to another eligible retirement account, DC requires that a minimum amount be withheld from the taxable portion of the distribution, whether or not federal income tax is withheld. In that case, you must elect to have the minimum DC income tax amount withheld by completing the Tax Withholding section.</li> <li>If your entire distribution amount has already been taxed (for instance only after-tax or nondeductible contributions were made and you have no pre-tax earnings), you may be eligible to elect any of the withholding options.</li> <li>If you wish to take a distribution of both taxable and nontaxable amounts, you must complete a separate distribution request form for each and complete the Tax Withholding section of the forms, as appropriate.</li> </ul>
MI	<ul style="list-style-type: none"> <li>MI generally requires state income tax of at least your state's minimum requirements regardless of whether or not federal income tax is withheld.</li> <li>Tax withholding is not required if you meet certain MI requirements governing pension and retirement benefits. Reference the MI W-4P Form for additional information about calculating the amount to withhold from your distribution.</li> <li>If you are subject to MI state tax withholding, you must elect state tax withholding of at least your state's minimum by completing the Tax Withholding section.</li> <li>Contact your tax advisor or investment representative for additional information about MI requirements.</li> </ul>
MS	<ul style="list-style-type: none"> <li>If you choose federal withholding, you will also get state withholding at your state's minimum withholding rate unless you request otherwise.</li> <li>If you do NOT choose federal withholding, state withholding will occur unless you request otherwise.</li> <li>If you have state withholding, you can request a higher rate than your state's minimum but not a lower rate, except on Roth IRA distributions.</li> </ul>
OH	<ul style="list-style-type: none"> <li>State tax withholding is voluntary. If you choose state withholding, you can choose a higher rate than your state's minimum but not a lower rate, except on Roth IRA distributions.</li> </ul>
SC	<ul style="list-style-type: none"> <li>SC requires state withholding if you have not provided a Tax ID or if you have been notified of a name/Tax ID mismatch and have not resolved the issue. Otherwise, state tax withholding is voluntary and you can choose the rate you want (any whole number between 1% and 99%).</li> </ul>
All other states (and DC if not taking a full distribution)	<ul style="list-style-type: none"> <li>State tax withholding is voluntary and you can choose the rate you want (any whole number between 1% and 99%).</li> </ul>

**Important:** State tax withholding rules can change, and the rules cited above may not reflect the current ruling of your state. Consult with your tax advisor or state taxing authority to obtain the most up-to-date information pertaining to your state.