



Key Bank Rollover Certification



Bank Number: _____

Social Security No.: _____

ACCOUNT HOLDER INFORMATION

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Business Phone: _____

FORMER EMPLOYER

Company Name: _____

Address: _____

City, State, Zip: _____ Plan Account Number: _____

Contact Person: _____ Phone Number: _____

REQUIRED MINIMUM DISTRIBUTION RESTRICTION

RESTRICTIONS

If this rollover is being made in a year in which you are required to take a minimum distribution, you cannot roll over any amount that would constitute a required minimum distribution. Please check with your Plan Administrator or former Custodian for more information.

Please complete a Request for Recurring Distribution form to provide instructions regarding your required minimum distribution from KeyBank.

CONDUIT ELECTION AND ROLLOVER CERTIFICATION

This rollover should should not be placed in a conduit IRA Plan.

Initial _____ I understand that if I roll over funds from a qualified retirement plan or a tax sheltered annuity into a conduit IRA, and at any time accept payments or funds from any other source into the conduit IRA, I will be unable to roll over the funds from the conduit IRA back into a qualified plan or tax sheltered annuity.

I understand the rules and conditions applicable to rollovers and certify that I qualify for a rollover of the funds to be accepted by KeyBank as Custodian. Due to the important tax consequences of rolling funds over to an IRA or other qualified plan, I understand that I should seek advice from a tax professional on this matter.

I hereby irrevocably designate this as a rollover contribution.

Account Holder

Date:

ACCEPTANCE BY KEYBANK

KeyBank agrees to serve as the new Custodian for the account of the above-named individual, and as Custodian, we agree to accept the assets as specified on this form.

Authorized KeyBank Signature

Date:

Mailing Instructions

This Rollover Certification is meant to supplement a Mandatory Rollover relationship. **Fax to Retirement Operations at 216-357-6029.**