

# Transfer/Rollover Form Instructions

## 1. YOUR INFORMATION

Please provide personal information requested.

## 2. EMPLOYER PLAN RECEIVING ASSETS

Please provide us with information about the plan receiving your assets. The chart below provides general guidelines about the portability of assets. If you do not know what type of plan you are sending your assets to, call a Retirement Services Specialist at 1-800-343-0860.

General Rules for Availability of <b>Rollovers</b> For Eligible Pre-Tax Contributions and <b>Transfers</b>									
	<b>To Qualified Plans (401(a)/401(k))</b>		<b>To 403(b) Plans</b>		<b>To Gov't 457(b) Plans</b>		<b>To IRAs (excl. Roth IRAs)</b>		
	Transfer	Rollover	Transfer	Rollover	Transfer	Rollover	Transfer	Rollover	
<b>From Qualified Plans (401(a)/401(k))</b>	YES	YES*	NO	YES	NO	YES	NO	YES*	
<b>From 403(b) Plans</b>	NO**	YES	YES	YES*	NO	YES	NO	YES*	
<b>From Governmental 457(b) Plans</b>	NO**	YES	NO	YES	YES	YES	NO	YES	
<b>From Non-governmental 457(b) Plans</b>	Transfer to another tax-exempt 457(b) plan only.								
<b>From IRAs (excluding Roth IRAs)</b>	NO	YES	NO	YES	NO	YES	YES	YES*	

\* After-tax rollovers may also be allowed, subject to plan restrictions.

\*\* Transfers are allowed from a governmental 403(b) plan and a governmental 457(b) plan, respectively, to a governmental defined benefit plan to purchase past service credit.

**Tax-Exempt 457(b) plans** do not have the option to roll over assets, but may allow Transfers to the same type of plan. Generally, **403(b)** and **qualified plans** allow **in-plan transfers** between vendors. Please call 1-800-343-0860 for additional information about portability provisions applicable to your plan. You may also want to check with your employer before initiating a transfer or rollover request.

## 3. YOUR PREVIOUS INVESTMENT PROVIDER

You may use this form for a direct rollover or for an indirect (60-day) rollover.

If you have already received a check from your prior investment provider and would like to make an indirect, please be sure to include:

A check or money order payable to the plan custodian or trustee

AND

A distribution statement from your prior investment provider

Please note: A rollover contribution must be received by Fidelity within 60 days of your receipt of such distribution. Your plan sponsor reserves the right to require sufficient evidence that your distribution is from an eligible retirement plan or IRA.

#### 4. ACCOUNT INSTRUCTIONS

Select the investment options in which you would like your assets to be invested. These investment elections will not apply to any future contributions to the plan. If you wish to change how your future contributions will be allocated, please call a Retirement Services Specialist at 1-800-343-0860.

#### 5. AUTHORIZATION, APPROVAL, AND ACCEPTANCE

Please read this section carefully and then sign and date the form.

#### 6. PLAN AUTHORIZATION

**Please check with your employer** to determine if you need to have this transfer/rollover approved by your employer, a trustee or a custodian. If no authorization is required, please skip this section.