

# **Rollover Form**

**Quest Trust Company** 

17171 Park Row, Suite 100 Houston, TX 77084 P: 855.386.4727 | F: 281.646.9701 Documents@QuestTrust.com

Please use this form to document your incoming rollover contribution from an existing employer sponsored plan, IRA, HSA or CESA. Quest Trust Company will NOT initiate the rollover. You must contact the custodian of your current retirement plan to begin the process. This form simply documents the funds that will be received into your account are a valid rollover contribution.

A ACCOUNT HOLDER PERSONAL INFORMATION		
Account Holder's Name:	Quest Trust Company Account Number:	
Legal Address:	City, State, Zip Code:	
Phone Number:	Social Security Number:	
B FORMER CUSTODIAN/TRUSTEE INFORMATION		
Name of Custodian/Trustee:	Former Custodian/Employer Plan Account Number:	
These funds are currently in a:  Traditional IRA Roth IRA SEP IRA SIMPLE IRA	HSA Coverdell ESA Other (401k, 403B, TSP, TRS)	
C ROLLOVER INFORMATION		
These funds are rolling into a:  Traditional IRA Roth IRA SEP IRA	SIMPLE IRA HSA Coverdell ESA	
Rollover Cash Amount (approximate if amount is unknown):  This is a:  Complete Rollover  Partial Rollover		
I am an eligible person to perform this transaction: (check one box)  Plan Participant/Account Holder  Responsible Individual (ESA)  Beneficiary of Account		
To send funds via wire:	To send funds via check:	
Funds available within 24 hours of receipt.  Wire/ ACH to: Frost Bank San Antonio, TX Routing Number: 114000093  For Credit to: Quest Trust Company 17171 Park Row, Suite 100 Houston, TX 77084 Account Number Account Number: 560065765	Funds available after 5-business day hold on checks.  Make checks payable to: Quest Trust Company FBO [Account Holder's Name] [Account Number]  Please mail to: Quest Trust Company, 17171 Park Row, Suite 100, Houston, TX 77084	
Complete this section if you are rolling over assets in-kind. Rolling over assets "in-kind" ref Please complete the section below and contact us regarding the re-registration of your in	rers to the process of re-registering an asset with the proper vesting for your QTC account. vestment.	
Asset Description	Fair Market Value (FMV)	
D ROLLOVER CERTIFICATIONS		
Depending on the type of Rollover contribution being made to my account, I make the foll	owing certifications:	

## Rollover from Another IRA (or Another SIMPLE IRA)

If this is a Rollover contribution from another IRA or SIMPLE IRA, I certify that the following statements are true and correct:

1. This rollover contribution is being made within 60 days after my receipt of funds from another IRA, in which I was either the participant or surviving spouse beneficiary, or in the case of a distribution from an IRA due to a first time home buyer which is being rolled into this IRA because of a delay in the acquisition of the first time home. This rollover contribution is being made within 120 days after my receipt of funds from the distributing IRA.



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# **ROLLOVER CERTIFICATIONS**

- 2. During the 12-month period prior to my receipt of the distribution being rolled over, I have not received a distribution from the same IRA which was subsequently rolled over to another IRA, and the distribution being rolled over has not been part of a distribution from another IRA that was subsequently rolled over. (This rule does not apply to a delay in the acquisition of a residence for a first time home buyer.)
- 3. I am not rolling over any required minimum distributions with respect to the distributing IRA plan.
- 4. If this rollover contribution represents a distribution from a SIMPLE IRA and I have not participated in my employer's SIMPLE Plan for 2 years, this rollover contribution is being made into another SIMPLE IRA.

### Rollover/Direct Rollover from an Employer Plan

If this is a Rollover or Direct Rollover contribution from an Employer Plan, I certify that the following statements are true and correct:

- 1. The undersigned certifies that my employer's qualified plan, qualified annuity, 403(b) plan, governmental 457(b) plan, or the Federal Employees' Thrift Savings Plan has made or will make an Eligible Rollover Distribution which is either being paid in a Direct Rollover to the Custodian of my IRA, or paid directly to me which I am rolling over no later than the 60th day after receiving the Eligible Rollover Distribution.
- 2. This Rollover/Direct Rollover is not part of a series of payments over my life expectancy or over a period of 10 years or more.
- 3. This Rollover/Direct Rollover does not include any required minimum distributions with respect to the employer's plan.
- 4. This Rolloyer/Direct Rolloyer does not include a hardship distribution, a corrective distribution, or a deemed distribution of a default from any employer's plan.
- 5. I certify that I am eligible to establish an IRA with this Rollover/Direct Rollover of an Eligible Rollover Distribution, and that I am one of the following: the plan participant, the surviving spouse of the deceased plan participant; or the spouse or former spouse of the plan participant under a Qualified Domestic Relations Order.
- 6. I certify that this Rollover/Direct Rollover does not contain a distribution from a Designated Roth Contribution Account.

### Additional Information for Rollovers On or After Required Beginning Date (RBD)

I understand that if I was born before July 1, 1949, my RBD is the date I attain age 70 ½, and if I was born on or after July 1, 1949, my RBD is the date I attain age 72.

If I am subject to Required Minimum Distributions (RMDs), I certify that this Rollover contribution does not include any RMD from the distributing plan, or I certify that I have already satisfied my Required Minimum Distribution for the IRA being rolled over from another IRA.

#### Rollover from Another Roth IRA

If this is a Rollover contribution from another Roth IRA, I certify that the following statements are true and correct:

- 1. This rolloyer contribution is being made within 60 days after my receipt of funds from another Roth IRA in which I was either the participant or surviving spouse beneficiary. In the case of a distribution from a Roth IRA due to a first time homebuyer which is being rolled into this Roth IRA because of a delay in the acquisition of the first time home, this contribution is being made within 120 days after my receipt of funds from the distributing Roth IRA.
- 2. During the 12-month period prior to my receipt of the distribution being rolled over, I have not received a distribution from the same Roth IRA, which was subsequently rolled over to another Roth IRA, and the distribution being rolled over has not been part of a distribution from another Roth IRA that was subsequently rolled over. (This rule does not apply to a delay in the acquisition of a residence for a first time homebuyer)

#### Conversion from Traditional IRA to Roth IRA

If funds for this Rollover contribution were distributed from a traditional IRA and are being contributed to a Roth IRA, I certify that this conversion contribution is being made within 60 days after my receipt of funds from my traditional IRA.

### **Rollover from a Designated Roth Contribution Account**

If this is a Direct Rollover or a 60-day Rollover contribution from the Designated Roth Contribution Account under my employer's \$401(k) or \$403(b) plan, I certify that the following statements are true and correct:

- 1. I certify that my employer's qualified \$401(k) plan or \$403(b) plan has made or will make an Eligible Rollover Distribution that is either being paid in a Direct Rollover to the Custodian of my Roth IRA, or paid directly to me that I am rolling over to my Roth IRA no later than the 60th day after receiving the Eligible Rollover Distribution.
- 2. This rollover/direct rollover solely represents all or a portion of my Designated Roth Contribution Account under the employer's plan and no other account under the employer's plan is being rolled over to my Roth IRA.
- 3. This rollover/direct rollover is not part of a series of payments over my life expectancy or over a period of 10 years or more.
- 4. This rollover/direct rollover does not include (1) any Required Minimum Distribution with respect to the employer's plan; (2) any hardship distribution; (3) any corrective distribution; or (4) any deemed distribution from an employer's plan.
- 5. I certify that I am eligible to establish a Roth IRA with this rollover/direct rollover of an Eligible Rollover Distribution from a Designated Roth Contribution Account, and that I am one of the following: the plan participant; the surviving spouse of the deceased plan participant; the spouse or former spouse of the plan participant under a Qualified Domestic Relations Order; or a non-spouse beneficiary but only if this is a direct rollover to an Inherited Roth IRA.

### Rollover Conversion from an Employer's Plan to Roth IRA

If this Rollover contribution is a conversion from an Employer's Plan to a Roth IRA, I certify that the following statements are true and correct:

- 1. This rollover conversion contribution is being made within 60 days after my receipt of funds from my employer plan or is being paid in a direct rollover.
- 2. I understand that the taxable portion of this rollover conversion is includible in my gross income.
- 3. I certify that I am eligible to make a conversion.

#### Rollover Contribution of the Military Death Gratuity and SGLI Payments

If this is a Rollover contribution of the Military Death Gratuity and SGLI payments, I certify that the following statements are true and correct and that I am the recipient of one or both of the following eligible rollover payments:

- 1. This rollover contribution is being made within one year after my receipt of a military death gratuity payment and does not exceed \$100,000.
- 2. This rollover contribution is being made within one year after my receipt of a SGLI payment and does not exceed \$400,000.

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## D ROLLOVER CERTIFICATIONS

#### Rollover Contribution into HSA from another HSA

If this is a rollover contribution from another HSA or an Archer MSA, I certify that the following statements are true and correct:

- 1. This rollover contribution is being made within 60 days after my receipt of funds from another HSA or an Archer MSA, in which I was either the participant or surviving spouse beneficiary.
- 2. During the 12-month period prior to my receipt of the distribution being rolled over, I have not received a distribution from the same HSA which was subsequently rolled over to another HSA, and the distribution being rolled over has not been part of a distribution from another HSA that was subsequently rolled over.

#### Rollover Contribution into Coverdell ESA from another Coverdell ESA

If this is a rollover contribution from another ESA, I certify that the following statements are true and correct:

- 1. This rollover contribution is being made within 60 days after the distribution from another Coverdell Education Savings Account in which the above-named Designated Beneficiary was either the original Designated Beneficiary or is an eligible family member of the original Designated Beneficiary.
- 2. During the 12-month period prior to this distribution being rolled over, the Designated Beneficiary has not received a distribution from the same Coverdell Education Savings Account which was subsequently rolled over to another Coverdell Education Savings Account, and the distribution being rolled over has not been part of a distribution from another Coverdell Education Savings Account that was subsequently rolled over.
- 3. The property received in the distribution from the distributing Coverdell Education Savings Account is the same property being rolled over into this Coverdell Education Savings Account.
- 4. This rollover contribution did not come from a Traditional, SEP, SIMPLE or Roth IRA or from a qualified plan, qualified annuity, 403(b) plan or 457 plan.
- 5. If this rollover is a Military Death Gratuity or SGLI Payment, it is being rolled over within one year after the payment was received.

#### **Rollovers of Qualified Disaster Distributions**

If this Rollover contribution is from a qualified disaster distribution, I certify that the following statements are true and correct:

- $1.\ I \ am \ rolling \ over \ a \ qualified \ disaster \ distribution \ that \ I \ am \ permitted \ to \ roll \ back into \ an \ eligible \ retirement \ plan \ and$
- 2. This rollover is being made not later than the three (3) year period measured from the day after I received the qualified disaster distribution.

# **E** ACCOUNT HOLDER SIGNATURE

The undersigned hereby irrevocably elects, pursuant to IRS Regulation 1.402(a)(5)-1T, to treat this contribution as a rollover contribution. I acknowledge that due to the complexities involved in the tax treatment of rollovers between IRAs, conversions from Traditional IRA and Roth IRAs and employer plans, rollovers from a Designated Roth Contribution Account under an employer's plan and rollovers of the military death gratuity and SGLI payments, Quest Trust Company has recommended that I consult with my tax advisor or the IRS before completing this transaction to make certain that this transaction qualifies as a valid contribution and is appropriate in my individual circumstances. I understand that these transactions are reported to the IRS and I acknowledge that I am responsible for record keeping Roth IRA contribution information as directed by the IRS. I hereby release Quest Trust Company, as my custodian, from any claim for damages on account of the failure of this transaction to qualify as a valid rollover contribution or conversion.

Client Signature:	Date:

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