

# Transfer out of assets, exchanges, plan-to-plan transfers or direct rollovers from a 403(b) tax sheltered annuity



Please return the completed form by mail to:

For Standard Mail delivery:  
Sun Life Financial  
P.O. Box 9133  
Wellesley Hills, MA 02481  
Phone: (800) 752-7215

For Overnight Mail delivery:  
Sun Life Financial  
112 Worcester Street  
Wellesley Hills, MA 02481

Completing this form in its entirety and returning to Sun Life Assurance Company of Canada (U.S.), a member of the Sun Life Financial group of companies, will allow us to expedite your request.

**This form should not be used for contract liquidations paid to you.**

If you elected a living benefit rider under your contract, withdrawals can severely affect your rider benefits. You should carefully read your prospectus before withdrawing money. You may also call us at 1-800-752-7215.

## 1 Contract Information

Please PRINT clearly.

Sun Life Assurance Company of Canada (U.S) Contract Number		
Owner Name (Last, First, Middle Initial)	Social Security Number	
Address (Number and Street)		
City	State	Zip Code
Owner Phone Number (area code first)	Best time to call <input type="checkbox"/> AM <input type="checkbox"/> PM	

## 2 Transfer Instructions

Any exchange, plan-to-plan transfer or direct rollover may be subject to a surrender charge and/or a positive or negative Market Value Adjustment (MVA). Any applicable MVA and/or surrender charges will impact your final check amount. Please refer to your contract for more detailed information regarding the impact of transfers from your annuity.

Please PRINT clearly.

New Insurance Carrier/Trustee/Custodian Name		
Address (Number and Street)		
City	State	Zip Code
Telephone Number		
Account Owner Name	Account Number	
Annuitant Name (If different than Owner)		

### Part A: Please liquidate and transfer the value indicated below

Please select ONLY one.

- Full: Liquidate and transfer all of the assets in my account  
If you elect this option, complete Parts B, C and D
- Partial: Please enter the dollar amount to be transferred: \$ \_\_\_\_\_.  
If you elect this option, skip Part B and complete Parts C and D only

Please select ONLY one.

### Part B: Contract Statement

- I have enclosed the contract
- I certify that the contract has been lost or destroyed

## 2 Transfer Instructions (Continued)

Please select ONLY one.

### Part C: When should transfer occur?

- Immediate transfer (I am aware of all penalties that may occur)
- Transfer upon contract maturity (not to exceed 30 days)

### Part D: Qualified Transfer

Please select ONLY one.

- | From:      | To:  |
|------------|--|
| 403(b)/TSA | <input type="checkbox"/> IRA or Roth IRA direct rollover*                                |
|            | <input type="checkbox"/> 401(k) or other qualified plan or 457 plan direct rollover*     |
|            | <input type="checkbox"/> 403(b)/TSA contract exchange (within same employer 403(b) plan) |
|            | <input type="checkbox"/> 403(b)/TSA plan transfer (to a different employer 403(b) plan)  |

\* See attached Special Tax Notice Regarding 403(b) Plan Payments

## 3 Required Minimum Distribution

Skip this section if you have already received your required minimum distribution for the current year.

If you are age 70½ or older this year, you are required to take a RMD each calendar year. For a direct rollover to an IRA (the first transfer box in Section 2(D) above), you must take your current calendar year's RMD amount prior to the direct rollover. However, for a plan-to-plan transfer, contract exchange or direct rollover to a 401(k) or other qualified plan or 457 plan (the other transfer boxes in Section 2(D) above), you may elect to transfer your RMD amount for the current calendar year to your new insurance carrier/trustee/custodian for distribution before the end of the year. **You should check with your new insurance carrier/trustee/custodian before making an election to transfer your RMD to determine whether they will accept the transfer of your RMD amount.**

Plan-to-Plan Transfers, Contract Exchanges and direct rollovers to a 401(k) or other qualified plan or 457 plan:

**Complete Part A only** to elect the transfer of your RMD amount to your new insurance carrier/trustee/custodian.

**Complete Parts A and B** to elect to receive your RMD amount in cash.

Direct rollover to an IRA or Roth IRA:

**Complete Part B only.** You will receive your RMD amount in cash.

Please select ONLY one.

### Part A. RMD Election Option

- Transfer my required minimum distribution amount. By making this election I am aware that the required minimum distribution must be distributed to me by the new carrier on or before December 31.

**If you elect this option, skip Part B and go to Section 4**

- Send a check to my address of record for my required minimum distribution amount

**If you elect this option, complete Part B**

Please select ONLY one.

### Part B. Federal Income Tax Withholding Election

You are liable for the payment of Federal income taxes on your required minimum distribution amount. Sun Life Financial is required to withhold 10% for Federal income taxes unless you elect below either (1) no withholding or (2) a withholding amount other than 10%.

Please note that if you elect no withholding, or if you do not have enough tax withheld from your distribution, you may have to pay estimated taxes. You may incur penalties under the estimated tax rules if your withholding and estimated tax payments are not sufficient.

- Yes. I want Federal income taxes withheld from my distribution.  
Withhold \$ \_\_\_\_\_ or \_\_\_\_\_% (please choose a percentage between 10% and 50%).
- No. I do not want Federal income taxes withheld from my distribution.

#### 4 Reason for Rollover

Skip this section for plan-to-plan transfers and contract exchanges and complete Section 6 Part B.

The Internal Revenue Code (IRC) has direct rollover restrictions for 403(b) tax sheltered annuities. According to the IRC, there are only three permissible reasons for making an eligible direct rollover distribution. All direct rollover requests must identify one of the three reasons indicated below.

Please select ONLY one.

By making your selection below, you certify that you meet the applicable requirements in both the IRC and the TSA/403(b) IRS regulations.

- a.  Attained age 59½
- b.  Severance from employment from my most recent employer contributing funds to my contract or its predecessor contract(s)
- c.  Permanent and total disability within the meaning of IRC section 72(m)(7)

If you selected (a), proceed to Section 6 Part A.

If you selected (b) or (c), proceed to Section 5 to determine if the signature of your plan administrator is required.

#### 5 Plan Administrator Certification

If your 403(b)/TSA received salary reduction contributions and/or other contributions from your employer, the signature of your plan administrator is required for any type of withdrawal, with the exception of attainment of age 59½. Please have your plan administrator complete and sign this section.

After you complete this section, please proceed to Section 6 Part A.

Please PRINT clearly.

Name of the Plan	Telephone Number
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I hereby certify to Sun Life Assurance Company of Canada (U.S.) on behalf of the Employer or Plan Administrator of the Owner's plan that I have reviewed the completed Sections above and that I am authorizing the Owner's requested direct rollover.

Name of Authorized Signer for the Plan	Title
Signature of Authorized Signer for the Plan	Date (mm/dd/yyyy)

#### 6 Insurance Carrier/Trustee/Custodian Acceptance

This section must be completed by Insurance Carrier/Trustee/Custodian receiving the distribution of funds from Sun Life Financial

Part A: Direct Rollover to an IRA or Roth IRA

Please PRINT clearly.

Print Name of Insurance Carrier/Trustee/Custodian Receiving Distribution of Funds
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The above named Insurance Carrier/Trustee/Custodian will accept the proceeds transferred and credit them to an annuity as described in Section 2.

This form must be accompanied by a Corporate Resolution.

Please Print Name	Title
Signature	Date (mm/dd/yyyy)

Part B: Plan-to-plan transfer and contract exchanges

Please PRINT clearly.

Print Name of Insurance Carrier/Trustee/Custodian Receiving Distribution of Funds
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**6 Insurance Carrier/Trustee/Custodian Acceptance (continued)**

Please ensure you select the applicable box below in accordance with the type of qualified transfer you have selected in Section 2.

**Direct rollover of an eligible rollover distribution**



The above named Insurance Carrier/Trustee/Custodian will accept the proceeds transferred and credit them to a 403(b) TSA as described in Section 2.

**Plan-to-plan transfer and contract exchanges**

By accepting the funds being transferred to you from Sun Life Assurance Company of Canada (U.S.) ("Issuer"), you hereby certify to Issuer (1) that the transfer of funds is made in compliance with the applicable contract exchange or plan-to-plan transfer rules that are set forth in the Section 403(b) Treasury/IRS Regulations and, (2) to the extent required for a contract exchange, you have entered into an information sharing agreement pursuant to Treas. Reg. Section 1.403(b)-10(b)(2) with the employer or former employer of the Owner.

This form must be accompanied by a Corporate Resolution.

Please Print Name	Title
Signature	Date (mm/dd/yyyy)

**7 Owner Authorization - THIS SECTION MUST BE COMPLETED**

I, the undersigned Owner of the above named Contract, request that you directly transfer the amount specified above. Except as provided in Section 3, please do not withhold any amount for taxes from the proceeds. It is my intention that this redemption and payment shall not constitute either actual or constructive receipt of income for federal income tax purposes and, therefore, qualify as a nontaxable contract exchange, plan-to-plan transfer or direct rollover.

I, the undersigned Owner of the above named Contract, acknowledge and agree that I have sole responsibility (1) for compliance with the Section 403(b) Treasury/IRS Regulations and my employer's or former employer's 403(b) plan, if applicable, and (2) in determining and notifying Sun Life Assurance Company of Canada (U.S.) as to whether the requested distribution is an eligible direct rollover distribution.

For direct rollovers, I hereby certify that I the undersigned Owner of the above named Contract have received the Special Tax Notice Regarding 403(b) Plan Payments.

**Note:** If you are signing as a fiduciary (guardian/conservator/trustee/attorney-in-fact, etc.) for the Owner, you must sign this form in your fiduciary capacity and not in your individual capacity.

**THE OWNER MUST SIGN THIS FORM BELOW.**

Owner and/or authorized signers MUST sign.

Please Print Owner Name	Date (mm/dd/yyyy)
Owner Signature	Date (mm/dd/yyyy)

# 403(b) withdrawal notice

## Special tax notice regarding 403(b) plan payments



### Your rollover options

You are receiving this notice because all or a portion of a payment you are receiving from the Sun Life Assurance Company of Canada (U.S.) is eligible to be rolled over to an IRA or an employer plan. This notice is intended to help you decide whether to do such a rollover.

This notice describes the rollover rules that apply to payments from the Plan that are not from a designated Roth account (a type of account with special tax rules in some employer plans). If you also receive a payment from a designated Roth account in the Plan, you will be provided a different notice for that payment, and the Plan administrator or the payor will tell you the amount that is being paid from each account.

Rules that apply to most payments from a plan are described in the "General information about rollovers" section. Special rules that only apply in certain circumstances are described in the "Special Rules and Options" section.

### General information about rollovers

#### How can a rollover affect my taxes?

You will be taxed on a payment from the Plan if you do not roll it over. If you are under age 59½ and do not do a rollover, you will also have to pay a 10% additional income tax on early distributions (unless an exception applies). However, if you do a rollover, you will not have to pay tax until you receive payments later and the 10% additional income tax will not apply if those payments are made after you are age 59½ (or if an exception applies).

#### Where may I roll over the payment?

You may roll over the payment to either an IRA (an individual retirement account or individual retirement annuity) or an employer plan (a tax-qualified plan, section 403(b) plan, or governmental section 457(b) plan) that will accept the rollover. The rules of the IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the IRA or employer plan (for example, no spousal consent rules apply to IRAs and IRAs may not provide loans). Further, the amount rolled over will become subject to the tax rules that apply to the IRA or employer plan.

#### How do I do a rollover?

There are two ways to do a rollover. You can do either a direct rollover or a 60-day rollover.

If you do a direct rollover, the Plan will make the payment directly to your IRA or an employer plan. You should contact the IRA sponsor or the administrator of the employer plan for information on how to do a direct rollover.

If you do not do a direct rollover, you may still do a rollover by making a deposit into an IRA or eligible employer plan that will accept it. You will have 60 days after you receive the payment to make the deposit. If you do not do a direct rollover, the Plan is required to withhold 20% of the payment for federal income taxes (up to the amount of cash and property received other than employer stock). This means that, in order to roll over the entire payment in a 60-day rollover, you must use other funds to make up for the 20% withheld. If you do not roll over the entire amount of the payment, the portion not rolled over will be taxed and will be subject to the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

#### How much may I roll over?

If you wish to do a rollover, you may roll over all or part of the amount eligible for rollover. Any payment from the Plan is eligible for rollover, except:

- Certain payments spread over a period of at least 10 years or over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Required minimum distributions after age 70½ ; (or after death)
- Hardship distributions
- ESOP dividends
- Corrective distributions of contributions that exceed tax law limitations
- Loans treated as deemed distributions (for example, loans in default due to missed payments before your employment ends)
- Cost of life insurance paid by the Plan
- Contributions made under special automatic enrollment rules that are withdrawn pursuant to your request within 90 days of enrollment
- Amounts treated as distributed because of a prohibited allocation of S corporation stock under an ESOP (also, there will generally be adverse tax consequences if you roll over a distribution of S corporation stock to an IRA).

The Plan administrator or the payor can tell you what portion of a payment is eligible for rollover.

#### If I don't do a rollover, will I have to pay the 10% additional income tax on early distributions?

If you are under age 59½, you will have to pay the 10% additional income tax on early distributions for any payment from the Plan (including amounts withheld for income tax) that you do not roll over, unless one of the exceptions listed below applies. This tax is in addition to the regular income tax on the payment not rolled over.

The 10% additional income tax does not apply to the following payments from the Plan:

- Payments made after you separate from service if you will be at least age 55 in the year of the separation
- Payments that start after you separate from service if paid at least annually in equal or close to equal amounts over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Payments from a governmental defined benefit pension plan made after you separate from service if you are a public safety employee and you are at least age 50 in the year of the separation
- Payments made due to disability
- Payments after your death
- Payments of ESOP dividends
- Corrective distributions of contributions that exceed tax law limitations
- Cost of life insurance paid by the Plan
- Contributions made under special automatic enrollment rules that are withdrawn pursuant to your request within 90 days of enrollment
- Payments made directly to the government to satisfy a federal tax levy
- Payments made under a qualified domestic relations order (QDRO)
- Payments up to the amount of your deductible medical expenses
- Certain payments made while you are on active duty if you were a member of a reserve component called to duty after September 11, 2001 for more than 179 days
- Payments of certain automatic enrollment contributions requested to be withdrawn within 90 days of the first contribution.

**If I do a rollover to an IRA, will the 10% additional income tax apply to early distributions from the IRA?**

If you receive a payment from an IRA when you are under age 59½, you will have to pay the 10% additional income tax on early distributions from the IRA, unless an exception applies. In general, the exceptions to the 10% additional income tax for early distributions from an IRA are the same as the exceptions listed above for early distributions from a plan. However, there are a few differences for payments from an IRA, including:

- There is no exception for payments after separation from service that are made after age 55.
- The exception for qualified domestic relations orders (QDROs) does not apply (although a special rule applies under which, as part of a divorce or separation agreement, a tax-free transfer may be made directly to an IRA of a spouse or former spouse).

- The exception for payments made at least annually in equal or close to equal amounts over a specified period applies without regard to whether you have had a separation from service.
- There are additional exceptions for (1) payments for qualified higher education expenses, (2) payments up to \$10,000 used in a qualified first-time home purchase, and (3) payments after you have received unemployment compensation for 12 consecutive weeks (or would have been eligible to receive unemployment compensation but for self-employed status).

**Will I owe State income taxes?**

This notice does not describe any State or local income tax rules (including withholding rules).

## Special rules and options

**If your payment includes after-tax contributions**

After-tax contributions included in a payment are not taxed. If a payment is only part of your benefit, an allocable portion of your after-tax contributions is generally included in the payment. If you have pre-1987 after-tax contributions maintained in a separate account, a special rule may apply to determine whether the after-tax contributions are included in a payment.

You may roll over to an IRA a payment that includes after-tax contributions through either a direct rollover or a 60-day rollover. You must keep track of the aggregate amount of the after-tax contributions in all of your IRAs (in order to determine your taxable income for later payments from the IRAs). If you do a direct rollover of only a portion of the amount paid from the Plan and a portion is paid to you, each of the payments will include an allocable portion of the after-tax contributions. If you do a 60-day rollover to an IRA of only a portion of the payment made to you, the after-tax contributions are treated as rolled over last. For example, assume you are receiving a complete distribution of your benefit which totals \$12,000, of which \$2,000 is after-tax contributions. In this case, if you roll over \$10,000 to an IRA in a 60-day rollover, no amount is taxable because the \$2,000 amount not rolled over is treated as being after-tax contributions.

You may roll over to an employer plan all of a payment that includes after-tax contributions, but only through a direct rollover (and only if the receiving plan separately accounts for after-tax contributions and is not a governmental section 457(b) plan). You can do a 60-day rollover to an employer plan of part of a payment that includes after-tax contributions, but only up to the amount of the payment that would be taxable if not rolled over.

**If you miss the 60-day rollover deadline**

Generally, the 60-day rollover deadline cannot be extended. However, the IRS has the limited authority to waive the deadline under certain extraordinary circumstances, such as when external events prevented you from completing the rollover by the 60-day rollover deadline. To apply for a waiver, you must file a private letter ruling request with the IRS. Private letter ruling requests require the payment of a nonrefundable user fee. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

### **If your payment includes employer stock that you do not roll over**

If you do not do a rollover, you can apply a special rule to payments of employer stock (or other employer securities) that are either attributable to after-tax contributions or paid in a lump sum after separation from service (or after age 59½, disability, or the participant's death). Under the special rule, the net unrealized appreciation on the stock will not be taxed when distributed from the Plan and will be taxed at capital gain rates when you sell the stock. Net unrealized appreciation is generally the increase in the value of employer stock after it was acquired by the Plan. If you do a rollover for a payment that includes employer stock (for example, by selling the stock and rolling over the proceeds within 60 days of the payment), the special rule relating to the distributed employer stock will not apply to any subsequent payments from the IRA or employer plan. The Plan administrator can tell you the amount of any net unrealized appreciation.

### **If you have an outstanding loan that is being offset**

If you have an outstanding loan from the Plan, your Plan benefit may be offset by the amount of the loan, typically when your employment ends. The loan offset amount is treated as a distribution to you at the time of the offset and will be taxed (including the 10% additional income tax on early distributions, unless an exception applies) unless you do a 60-day rollover in the amount of the loan offset to an IRA or employer plan.

### **If you were born on or before January 1, 1936**

If you were born on or before January 1, 1936 and receive a lump sum distribution that you do not roll over, special rules for calculating the amount of the tax on the payment might apply to you. For more information, see IRS Publication 575, Pension and Annuity Income.

### **If your payment is from a governmental section 457(b) plan**

If the Plan is a governmental section 457(b) plan, the same rules described elsewhere in this notice generally apply, allowing you to roll over the payment to an IRA or an employer plan that accepts rollovers. One difference is that, if you do not do a rollover, you will not have to pay the 10% additional income tax on early distributions from the Plan even if you are under age 59½ (unless the payment is from a separate account holding rollover contributions that were made to the Plan from a tax-qualified plan, a section 403(b) plan, or an IRA). However, if you do a rollover to an IRA or to an employer plan that is not a governmental section 457(b) plan, a later distribution made before age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies). Other differences are that you cannot do a rollover if the payment is due to an "unforeseeable emergency" and the special rules under "If your payment includes employer stock that you do not roll over" and "If you were born on or before January 1, 1936" do not apply.

### **If you are an eligible retired public safety officer and your pension payment is used to pay for health coverage or qualified long-term care insurance**

If the Plan is a governmental plan, you retired as a public safety officer, and your retirement was by reason of disability or was after normal retirement age, you can exclude from your taxable income plan payments paid directly as premiums to an accident or health plan (or a qualified long-term care insurance contract) that your employer maintains for you, your spouse, or your dependents, up to a maximum of \$3,000 annually. For this purpose, a public safety officer is a law enforcement officer, firefighter, chaplain, or member of a rescue squad or ambulance crew.

### **If you roll over your payment to a Roth IRA**

You can roll over a payment from the Plan made before January 1, 2010 to a Roth IRA only if your modified adjusted gross income is not more than \$100,000 for the year the payment is made to you and, if married, you file a joint return. These limitations do not apply to payments made to you from the Plan after 2009. If you wish to roll over the payment to a Roth IRA, but you are not eligible to do a rollover to a Roth IRA until after 2009, you can do a rollover to a traditional IRA and then, after 2009, elect to convert the traditional IRA into a Roth IRA.

If you roll over the payment to a Roth IRA, a special rule applies under which the amount of the payment rolled over (reduced by any after-tax amounts) will be taxed. However, the 10% additional income tax on early distributions will not apply (unless you take the amount rolled over out of the Roth IRA within 5 years, counting from January 1 of the year of the rollover). For payments from the Plan during 2010 that are rolled over to a Roth IRA, the taxable amount can be spread over a 2-year period starting in 2011.

If you roll over the payment to a Roth IRA, later payments from the Roth IRA that are qualified distributions will not be taxed (including earnings after the rollover). A qualified distribution from a Roth IRA is a payment made after you are age 59½ (or after your death or disability, or as a qualified first-time homebuyer distribution of up to \$10,000) and after you have had a Roth IRA for at least 5 years. In applying this 5-year rule, you count from January 1 of the year for which your first contribution was made to a Roth IRA. Payments from the Roth IRA that are not qualified distributions will be taxed to the extent of earnings after the rollover, including the 10% additional income tax on early distributions (unless an exception applies). You do not have to take required minimum distributions from a Roth IRA during your lifetime. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

You cannot roll over a payment from the Plan to a designated Roth account in an employer plan.

## If you are not a plan participant

Payments after death of the participant. If you receive a distribution after the participant's death that you do not roll over, the distribution will generally be taxed in the same manner described elsewhere in this notice. However, the 10% additional income tax on early distributions and the special rules for public safety officers do not apply, and the special rule described under the section "If you were born on or before January 1, 1936" applies only if the participant was born on or before January 1, 1936.

**If you are a surviving spouse.** If you receive a payment from the Plan as the surviving spouse of a deceased participant, you have the same rollover options that the participant would have had, as described elsewhere in this notice. In addition, if you choose to do a rollover to an IRA, you may treat the IRA as your own or as an inherited IRA.

An IRA you treat as your own is treated like any other IRA of yours, so that payments made to you before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies) and required minimum distributions from your IRA do not have to start until after you are age 70½.

If you treat the IRA as an inherited IRA, payments from the IRA will not be subject to the 10% additional income tax on early distributions. However, if the participant had started taking required minimum distributions, you will have to receive required minimum distributions from the inherited IRA. If the participant had not started taking required minimum distributions from the Plan, you will not have to start receiving required minimum distributions from the inherited IRA until the year the participant would have been age 70½.

**If you are a surviving beneficiary other than a spouse.** If you receive a payment from the Plan because of the participant's death and you are a designated beneficiary other than a surviving spouse, the only rollover option you have is to do a direct rollover to an inherited IRA. Payments from the inherited IRA will not be subject to the 10% additional income tax on early distributions. You will have to receive required minimum distributions from the inherited IRA.

Payments under a qualified domestic relations order. If you are the spouse or former spouse of the participant who receives a payment from the Plan under a qualified domestic relations order (QDRO), you generally have the same options the participant would have (for example, you may roll over the payment to your own IRA or an eligible employer plan that will accept it). Payments under the QDRO will not be subject to the 10% additional income tax on early distributions.

## If you are a nonresident alien

If you are a nonresident alien and you do not do a direct rollover to a U.S. IRA or U.S. employer plan, instead of withholding 20%, the Plan is generally required to withhold 30% of the payment for federal income taxes. If the amount withheld exceeds the amount of tax you owe (as may happen if you do a 60-day rollover), you may request an income tax refund by filing Form 1040NR and attaching your Form 1042-S. See Form W-8BEN for claiming that you are entitled to a reduced rate of withholding under an income tax treaty. For more information, see also IRS Publication 519, U.S. Tax Guide for Aliens, and IRS Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

### Other special rules

If a payment is one in a series of payments for less than 10 years, your choice whether to make a direct rollover will apply to all later payments in the series (unless you make a different choice for later payments).

If your payments for the year are less than \$200 (not including payments from a designated Roth account in the Plan), the Plan is not required to allow you to do a direct rollover and is not required to withhold for federal income taxes. However, you may do a 60-day rollover.

Unless you elect otherwise, a mandatory cashout of more than \$1,000 (not including payments from a designated Roth account in the Plan) will be directly rolled over to an IRA chosen by the Plan administrator or the payor. A mandatory cashout is a payment from a plan to a participant made before age 62 (or normal retirement age, if later) and without consent, where the participant's benefit does not exceed \$5,000 (not including any amounts held under the plan as a result of a prior rollover made to the plan).

You may have special rollover rights if you recently served in the U.S. Armed Forces. For more information, see IRS Publication 3, Armed Forces' Tax Guide.

### For more information

You may wish to consult with the Plan administrator or payor, or a professional tax advisor, before taking a payment from the Plan. Also, you can find more detailed information on the federal tax treatment of payments from employer plans in: IRS Publication 575, Pension and Annuity Income; IRS Publication 590, Individual Retirement Arrangements (IRAs); and IRS Publication 571, Tax-Sheltered Annuity Plans (403(b) Plans). These publications are available from a local IRS office, on the web at [www.irs.gov](http://www.irs.gov), or by calling 1-800-TAX-FORM.