ROLL OVER TO THE FUND

Whatever your age, length of Y service, hours worked, or eligibility in the Retirement Plan, if you currently work for a Y, you can roll over qualified retirement savings into a Rollover Account in the YMCA Retirement Fund’s Tax-Deferred Savings Plan.

Benefits of Rolling Over Qualified Retirement Savings

1. **SAFE AND SECURE CHOICE**
   Your balance will only grow while it’s here at the Fund since it is shielded from the volatility of the market. The interest credited to your Rollover Account is the same as interest credited to other contributions made to the Savings Plan at the same time.

2. **CONSOLIDATE YOUR SAVINGS**
   Managing various accounts with different financial institutions can be cumbersome. Consolidating your multiple plans into one account is convenient and easy to manage with the Fund.

3. **ACCESS YOUR MONEY**
   You may withdraw your account at any time. However, unless you roll this money over to an IRA or eligible employer plan, you will be taxed on your withdrawal and if you are under age 59½, you may also be subject to an additional 10% early withdrawal tax.

4. **BORROW FROM YOURSELF**
   While you are working for the Y, you can borrow from your accounts in the Savings Plan. For more information, visit our website at www.yretirement.org.

5. **A GREAT ANNUITY**
   Upon retirement, the Fund can convert account balances to a lifetime annuity at a rate typically higher than a commercial institution. Rollover contributions received by the Fund before July 1, 2021 that have been with the Fund for less than 10 years will be annuitized at a lower rate than if the rollover contribution had remained with the Fund for 10 or more years before being annuitized. However, rollover contributions received on or after July 1, 2021 must be with the Fund for 10 years to be eligible for a lifetime annuity.

What types of accounts can I roll over?

For a full listing of the specific accounts that are accepted, please see the accompanying Rollover Authorization form on pages 2 and 3. Rollovers of after-tax contributions from an eligible retirement plan are accepted, but not amounts from a Roth account in a 401(k) plan, a 403(b) plan or a 457(b) plan, nor amounts from a Roth IRA.

In general, you may only roll over money that is in your name. However, if you are a surviving spouse and you receive a taxable distribution from your deceased spouse’s eligible retirement plan, you may also roll it over.

To begin the Rollover Contribution process, complete the Rollover Authorization on pages 2 and 3.
**ROLOVER AUTHORIZATION**

**SEND A COPY of this form to the YMCA Retirement Fund.**

If you are requesting that a plan administrator or IRA custodian directly rollover a distribution to the YMCA Retirement Fund, we recommend that you contact the applicable plan administrator or IRA custodian to provide a copy of this completed form and find out what additional steps they require to complete a direct rollover. They may ask you to complete additional paperwork.

In order to make a Rollover Contribution to the YMCA Retirement Fund Tax-Deferred Savings Plan ("Savings Plan"), you must be a current employee of a participating YMCA. The YMCA Retirement Fund reserves the right to refuse a rollover request if it determines any of the following:

- that the proposed contribution is not an eligible rollover distribution;
- that the source of the proposed contribution is not an eligible retirement plan; or
- that the proposed contribution does not otherwise meet the requirements of the Savings Plan.

**STEP 1. Indicate the Type of Eligible Retirement Plan That Is the Source of the Rollover Contribution**

Please identify the type of retirement plan or individual retirement account that distributed or will distribute the amount that you are contributing as a Rollover Contribution to the Savings Plan:

- [ ] Qualified employer plan under Internal Revenue Code Section 401(a), 401(k), 403(a)*
- [ ] Qualified employer tax-sheltered annuity plan under Internal Revenue Code Section 403(b)*
- [ ] Deferred compensation governmental plans under Internal Revenue Code Section 457(b)*
- [ ] Traditional IRA under Internal Revenue Code Section 408*
- [ ] SEP IRA under Internal Revenue Code Section 408(k)
- [ ] SIMPLE IRA plan under Internal Revenue Code Section 408(p) established at least two years ago by the employer

*The Savings Plan cannot accept a Rollover Contribution of amounts from a Roth account in a 401(k) plan, 403(b) plan or 457(b) plan, or amounts from a Roth IRA. It is your responsibility to ensure that those amounts are not included in your Rollover Contribution.

**STEP 2. Identify the Distributing Plan Administrator or IRA Custodian and Rollover Contribution Amount**

**A.** Please identify the plan administrator or IRA custodian that distributed or will distribute the amounts that you are contributing as a Rollover Contribution:

<table>
<thead>
<tr>
<th>Name of Plan Administrator/Financial Institution</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address</td>
<td>City</td>
</tr>
<tr>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Zip</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Plan or IRA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Number</td>
</tr>
</tbody>
</table>

**B.1.** If this will be a direct rollover from the plan administrator or IRA custodian that you identified above, check here [ ] then fill in the amount or percentage below and provide a copy of this completed form to the plan administrator or IRA custodian.

**TO THE PLAN ADMINISTRATOR/IRA CUSTODIAN:**

Please make the check payable to the "YMCA Retirement Fund FBO [Name of Individual in Step 4]" for:

$______________ (specific amount); OR

______________% of my eligible retirement plan account.

Please send the check to the YMCA Retirement Fund, 120 Broadway, New York, NY 10271-1999.

Upon receipt of this form, the Fund will send confirmation along with a Rollover Certification Form. If the distribution includes after-tax contributions and you do not indicate that amount of after-tax contributions on the Rollover Certification Form, the entire distribution will be treated as taxable.
B.2. If you are contributing amounts that you already received from the plan administrator or IRA custodian that you identified in Step 2, make your enclosed check payable to the “YMCA Retirement Fund FBO [YOUR NAME]”, check here □ and fill in the amount of your Rollover Contribution:

Taxable Amount: $_____________________
After-tax Amount: $_____________________
Total Amount: $_____________________

If the Rollover Contribution includes after-tax amounts and you do not indicate that amount above, the entire distribution will be treated as taxable.

Please include a copy of the check memo or statement that the plan administrator/IRA custodian provided to you for this distribution. If you wish to rollover any portion of an eligible rollover distribution that you received directly from your eligible retirement plan or your deceased spouse’s eligible retirement plan, generally you have 60 days after receiving that distribution to deposit that amount (including any amounts withheld for taxes) as a Rollover Contribution. It is your responsibility to ensure that you meet this deadline. See IRS Publication 571, IRS Publication 575, and IRS Publication 590-B for further information.

**STEP 3. Identify Owner of the Eligible Retirement Plan Account**

Please identify the owner of the retirement plan account or individual retirement account identified in Step 1:

☐ SELF  ☐ DECEASED SPOUSE

If you checked “deceased spouse” above, please provide your deceased spouse’s name:

__________________________________________________________________________________________________

**STEP 4. Authorization**

Please provide your personal information in this section and sign to authorize the rollover.

First Name  Middle  Last

☐ Single  ☐ Divorced  ☐ Married  ☐ Widowed  Date of Birth ___/___/______ (mm/dd/yyyy)

Social Security Number ______________

Home Street Address  City  State  Zip

Home Phone  Mobile  Personal Email

Name of your YMCA  City  State  Date of Hire (mm/dd/yyyy)

I hereby authorize this Rollover Contribution to the YMCA Retirement Fund’s Tax-Deferred Savings Plan and certify that the above information is true, correct and complete. I will indemnify and hold the YMCA Retirement Fund harmless from any liability which may arise from this Rollover Contribution. I understand that this Rollover Contribution will be subject to the terms and conditions of the Savings Plan.

YOUR SIGNATURE ___________________________  ____/____/______ (Date)

PLEASE MAIL OR FAX THIS FORM TO THE FUND

Please tell us how you learned about the advantages of a Rollover Account:  ☐ Email from the Fund  ☐ Fund Website  ☐ Fund Facebook Page  ☐ Fund Presentation  ☐ Benefits Statement  ☐ YMCA HR Department/Leadership Staff at the Y  ☐ Fund Customer Service Representative  ☐ Other

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