



# Premiere Select® Roth IRA Conversion Form

Use this form to request a conversion of all or any part of your Premiere Select® Traditional IRA, Rollover IRA, SEP-IRA or SIMPLE\* IRA ("Premiere Select IRA") to a Premiere Select Roth IRA with the same Broker/Dealer.

- For tax years through 2009, conversions to a Roth IRA are not permitted if you and your spouse's Adjusted Gross Income (AGI) exceeds \$100,000 in the year of the conversion. Beginning in 2010, there is no AGI limit to be eligible for a conversion.
- The taxable converted amount will be subject to federal income taxes in the year in which the conversion occurs.
- If you are required to take a required minimum distribution from your IRA, you must do so prior to converting to a Roth IRA.

\* SIMPLE IRA assets may be converted to a Roth IRA only after the expiration of the two-year period beginning on the date your employer first made contributions to your SIMPLE IRA.

If you are opening a new Premiere Select Roth IRA, you must complete a **Premiere Select IRA Application** and submit it to your investment representative with this completed form.

If you wish to convert an IRA currently held with another Custodian to a Premiere Select Roth IRA, you must first transfer the IRA to the same type of Premiere Select IRA (a Traditional, SEP, or SIMPLE IRA, as applicable) prior to requesting the conversion. You will need to complete a **Transfer of Assets Form** to initiate this transfer and only one **Premiere Select IRA Application** to establish both IRAs.

**Note to Broker/Dealer:** Do not send this Conversion Form to National Financial Services LLC ("NFS") until the transfer of assets is complete.

## 1 Account Information

Name (First, Middle Initial, Last)

Account Number of the Premiere Select IRA being converted -

Premiere Select Roth IRA Number - (If opening a new account, your Broker/Dealer will provide this number.)

## 2 Conversion Instructions

I wish to convert my existing Premiere Select IRA indicated in Section 1 to a Premiere Select Roth IRA as specified below:

**Full conversion in-kind** — Convert the entire balance of my Premiere Select IRA to a Premiere Select Roth IRA. (The conversion will be based on the existing positions in your Premiere Select IRA on the date of the conversion.)

**Partial conversion in cash** — Convert the following dollar amount from my Premiere Select IRA to a Premiere Select Roth IRA. (You must have sufficient cash in your core account. If a liquidating trade is necessary, please consult your investment representative.)

Dollar amount to convert: \$

**Partial conversion in-kind** — Convert the following positions from my Premiere Select IRA to a Premiere Select Roth IRA. List the investments to be converted in-kind below:

	Investment Name	CUSIP or Symbol	# of Shares or "All"
1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>

If more space for investment information is needed, on a separate sheet of paper, please list the requested information above along with your name, account number, Tax Identification/Social Security number and sign and date it and attach it to this form.



### 3 Notice of Withholding

Please read carefully

A conversion to a Roth IRA is subject to federal (and in some cases, state) income tax withholding unless you elect not to have withholding apply. If you withhold state and/or federal taxes from your Roth IRA Conversion, the amount withheld may be subject to the 10% early withdrawal penalty unless an exception applies. In addition, the withholding amount may make you ineligible to convert as the withheld amounts are taken into account when determining your Adjusted Gross Income for Roth Conversion eligibility. Withholding will apply to the gross amount of each distribution, even if you have made non-deductible contributions. Moreover, failure to provide a U.S. residential address will result in 10% federal income tax (and possible state income tax) withholding on the conversion proceeds even if you have elected not to have tax withheld (an IRS requirement). A Post Office Box does not qualify as a residential address.

If you elect to have withholding apply (by indicating below, by making no choice below, or by not providing a U.S. residential address), federal income tax will be withheld from the conversion amount at a rate of at least ten percent (10%).

If federal income tax is withheld from the conversion amount, state income taxes may also be withheld. Your state of residence will determine your state income tax withholding requirements, if any. Your state of residence is determined by your legal address of record provided for your Premiere Select IRA.

**Residents of AR, IA, KS, MA, ME, OK, and VT:** If federal income tax is withheld, state income tax of at least your state's minimum requirements must be withheld in addition to federal income tax withholding at the time of the conversion. If you elect out of federal income tax withholding, state income tax will not be withheld unless you indicate otherwise below.

**Residents of CA, NC, and OR:** If federal income tax is withheld, state income tax of at least your state's minimum requirements must be withheld in addition to federal income tax withholding at the time of the conversion unless you elect not to have state income taxes withheld below.

**Residents of DE:** State income tax of at least your state's minimum requirements must be withheld regardless of whether or not federal income tax is withheld unless you elect not to have state income taxes withheld.

**Residents of AK, FL, HI, MS, NH, NV, SD, TN, TX, WA, and WY:** State income tax withholding is not available for the conversion. Please consult your tax advisor, state agency, or investment representative for more information.

**Residents of all other states and the District of Columbia other than those noted above:** You are not subject to mandatory state income tax withholding, however, you may elect voluntary state income tax withholding in a percentage below. If you elect to have state income taxes withheld and your state provides a minimum amount or percentage for withholding, you must elect a percentage that is not less than your state's minimum withholding requirements. If the percentage you elect for withholding is less than your state's minimum withholding requirements, your state's minimum amount or percentage will be withheld.

**IMPORTANT:** State tax withholding rules can change and the rules cited above may not reflect the current ruling of your state. Please consult with your investment representative to obtain the most up-to-date information pertaining to your state.

Whether or not you elect to have federal, and if applicable, state income tax withheld, you are still responsible for the full payment of federal income tax, any state tax or local taxes, and any penalties which may apply to your conversion. Whether or not you elect to have withholding apply (by indicating below), you may be responsible for payment of estimated taxes. You may incur penalties under the IRS and applicable state tax rules if your estimated tax payments are not sufficient.

If you are not a U.S. person (including a U.S. resident alien), you must submit IRS Form W-8BEN, Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding, with this conversion request form to claim tax treaty benefits, if applicable. To obtain Form W-8BEN, please consult your tax advisor or go to the IRS Web site at <http://www.irs.gov>.

**Withholding Election** — Note: If you are not a U.S. person (including a U.S. resident alien) **DO NOT** complete this Section.

Indicate your withholding election below. Your withholding election will apply to this conversion only.

#### Federal Income Tax Withholding – Choose One

IRS Regulations require us to withhold federal income tax at the rate of 10% from the total conversion amount, unless you elect NOT to have withholding apply.

- I **DO NOT** want to have federal income tax withheld from the distribution from my Premiere Select IRA for conversion to my Premiere Select Roth IRA.
- I **WANT** to have federal income tax withheld from the distribution from my Premiere Select IRA for conversion to my Premiere Select Roth IRA at the rate of: \_\_\_\_\_% (insert whole percentage).

If you select a percentage of 10% or lower, we will withhold 10%.

#### State Income Tax Withholding

The withholding election will apply to this conversion only. Your state of residence will determine your state income tax withholding requirements, if any. Your state of residence is determined by your legal address of record provided for your IRA. If federal withholding is applied, state income tax may also be required, regardless of your election. Please see information in Notice of Withholding above for your state's rules. **Do not complete this section if you are a resident of AK, FL, HI, MS, NH, NV, SD, TN, TX, WA, or WY.**

I **DO NOT** want state income tax withheld. (For residents of CA, NC, and OR. You must check this box if federal income taxes are being withheld and you do not want state income taxes withheld; for residents of DE, you must check this box whether or not federal income taxes are being withheld if you do not want state income taxes withheld.)

I **WANT** to have state income taxes withheld from the conversion amount in accordance with the minimum amount or percentage, if any, as determined by the requirements of my state of residence. Note: If your state does not provide a minimum amount or percentage for withholding and you do not provide a percentage below, state income taxes will not be withheld from the conversion.

I **WANT** to have \_\_\_\_\_% (insert whole percentage) withheld from the conversion amount for state income taxes.

**Note:** If you elect to have state income taxes withheld from the conversion amount in a percentage that is less than your state's minimum withholding requirements, your state's minimum amount or percentage will be withheld.

### 4 Signature — Please read carefully before you sign

If I fail to designate whether all or part of my Premiere Select IRA is to be converted to my Premiere Select Roth IRA, the Custodian of my Premiere Select IRA is hereby authorized to convert the entire balance of such IRA to my Premiere Select Roth IRA. If I fail to designate whether the proceeds are to be converted immediately or at maturity, if applicable, the Custodian of my Premiere Select IRA is hereby authorized to convert such proceeds at maturity in the case of a CD, and immediately in all other cases.

I authorize and request the Custodian, or its agents, of my Premiere Select IRA specified above to make the above-requested distribution(s) from my Premiere Select IRA and conversion contribution to my Premiere Select Roth IRA. I have received the Premiere Select Roth IRA Custodial Agreement and Disclosure Statement at the time I completed the Premiere Select IRA Application and agree to be bound by the terms and conditions thereof. I accept full responsibility for complying with all IRS rules on conversions. I hereby agree to indemnify the Custodian (its agents, affiliates, successors, and employees) of the Premiere Select IRA and Roth IRA from any liability in the event I fail to meet any IRS requirements. I understand that I will be subject to income taxes on the taxable conversion amount. I understand that I may be subject to tax penalties on any amount distributed from my Premiere Select IRA specified in Section 1 above which is not converted within the time prescribed. If I am required to take a Required Minimum Distribution, I attest that I have done so for the current year pursuant to Section 401(a)(9) of the Internal Revenue Code with respect to my Premiere Select IRA and I accept full responsibility for complying with these requirements.

I hereby certify under penalties of perjury that if I am a U.S. person (including a U.S. resident alien) the number shown in Section 1 on this form is my correct taxpayer identification (or Social Security) number. If I am not a U.S. person (including a U.S. resident alien), I have attached IRS Form W-8BEN with this Premiere Select Roth IRA Conversion Form and included my U.S. taxpayer identification (or Social Security) number in order to claim tax treaty benefits, if applicable.

IRA Owner/Authorized Signator

Date (required)