

BNY Brokerage Services P.O. Box 9008 Hicksville, NY 11802-9008

IRA DISTRIBUTION FORM

This form is used for all retirement distribution types except required minimum distributions (Please see separate Required Minimum Distribution Form). If you have any questions concerning this form, please call a BNY Brokerage Account Representative at 1-800-843-5466.

1. Participant Information:

Participant's Name

Account Number

Participant's Birth Date

Social Security Number

Address

State of Residence (For state tax purposes)

Phone Number

2. Type of Distribution

Select one:

- ☐ **Normal** – age 59½ or older
- ☐ **Premature** – This distribution may result in a penalty if you are under age 59½ or not permanently disabled.
- ☐ **Substantially Equal Series Distribution** – You must ensure that the amount is calculated according to Internal Revenue Service (IRS) regulations. To avoid tax penalties, the calculated amount must continue uninterrupted for five years or until age 59½, whichever is longer.
- ☐ **Distribution Due to Death of Participant** – Please contact a BNY Brokerage Account Representative for assistance with required documents.
- ☐ **Return of Excess Contribution** – Specify amount, date of contribution and tax year of contribution.
\$ _____
Amount Month/Day/Year Tax Year
- ☐ **Early Roth IRA Distribution** – For a distribution taken from a Roth IRA before age 59½ and/or within 5 years of the initial contribution or conversion from a traditional IRA. This distribution may result in a 10% tax penalty.

3. Method of Distribution

Choose either a One Time Total or Periodic Distribution, then provide information required.

☐ Fed Wire (see Section 5)

- ☐ Overnight Delivery (fee will be assessed)
- ☐ **One Time Distribution**
- ☐ Check payment in the amount of \$ _____
- ☐ In-kind Distribution
- Select One:
- ☐ Transfer the following securities to my BNY Brokerage Account _____
- OR
- ☐ Register and Mail Securities. Call 1-800-843-5466 for instructions.
- ☐ **Total Distribution**
- What type of total distribution would you like?**
- ☐ Liquidate securities and distribute cash.
- ☐ Transfer securities and cash to my BNY Brokerage Account _____
- ☐ Register & mail securities and distribute cash. Call 1-800-843-5466 for instructions.
- How would you like to pay fees? Refer to fee schedule.**
- ☐ Fee enclosed (Fees will be deducted from your account if not enclosed.)
- ☐ Charge Fee to the following Brokerage Account _____
- My Brokerage IRA Account should remain:**
- ☐ Open ☐ Please Close

Clients are responsible for ensuring there is cash on hand for all periodic instructions at time of distribution. This includes the monitoring of automatic mutual fund(s) redemption(s) scheduled to cover the periodic distribution.

☐ **Periodic Distribution**

☐ New Request OR Change of Instruction – Detail change(s) below.

Distributions will be mailed to your address of record or as instructed in section 5.

How would you like to receive your periodic distribution?

☐ Bank Transfer (ACH – Please see Section 5 for details.) OR ☐ Check Payment

Amount of distribution:

☐ Payment in the amount of \$_____ for each distribution

☐ I would like to receive income (Dividends and Capital Gains) and Interest

Distribution Frequency:

☐ Monthly ☐ Quarterly ☐ Semi-Annually ☐ Annually

Beginning (Month/Day/Year): _____

If no date is indicated, the first day of the next month will be selected. If the day selected falls on a non-business day, your distribution will be paid on the first business day thereafter.

4. Federal Income Tax Withholding – Traditional IRA

If you are requesting a distribution from a Traditional IRA (i.e., non-Roth IRA), you acknowledge that your Traditional IRA (other than that portion of your distribution that consists of non-deductible contributions) will be subject to income tax and, if you are under age 59½, a 10% penalty tax for premature distribution, unless an exception applies. Your distribution will not be subject to taxes and penalties if you timely rollover your distribution to another Traditional IRA (i.e., non-Roth) or if permitted, a qualified retirement plan.

If you are requesting a distribution from a Roth IRA, you acknowledge that: (i) your Roth IRA distribution will not be includible in income only to the extent that it is a “qualified distribution” (please see the IRA Plan and Disclosure), and (ii) if your Roth IRA distribution is not a “qualified distribution,” the portion of the distribution consisting of earnings (note: non-qualified distributions are deemed to come first from contributions and then from earnings) will be subject to income tax and, if you are under age 59½, a 10% penalty tax for premature distribution, unless an exception applies. A Roth IRA distribution that is otherwise subject to tax will not be subject to taxes and penalties if you timely rollover your distribution to another Roth IRA.

The Bank of New York Mellon is required to withhold 10% of your Traditional IRA distribution for federal income tax purposes unless you select a different rate below. You can review the enclosed IRS Form W-4R, Withholding Certificate for Nonperiodic Payments and Eligible Rollover Distributions, for further instructions and a rate table that helps you choose a rate that is appropriate for your tax situation. This form can also be found at www.irs.gov/pub/irs-pdf/fw4r.pdf. YOU DO NOT HAVE TO MAKE A SEPARATE ELECTION ON THE ATTACHED FORM W-4R, AND YOUR WITHHOLDING ELECTION MAY BE MADE ON THIS FORM ONLY. If you elect not to have withholding apply to your distribution, or if you do not have enough federal income tax withheld from your distribution, you may be responsible for payment of estimated tax. You may incur penalties under the estimated tax rules if your withholding and estimated tax payments are not sufficient. If you do not elect out of withholding, **by entering 0% on the line below**, withholding will be based on the gross amount of your distribution even though a portion of your distribution may not be subject to tax (e.g., if non-deductible contributions were made to your Traditional IRA). The Bank of New York Mellon will not withhold income tax from a Roth IRA distribution.

Your withholding rate is determined by the type of payment you will receive. For nonperiodic payments, the default withholding rate is 10%. You can choose to have a different rate by entering a rate between 0% and 100% on the line below. Generally, you can’t choose less than 10% for payments to be delivered outside the United States and its possessions. See page 2 of the enclosed Form W-4R for more information.

FEDERAL INCOME TAX WITHHOLDING ELECTION – TRADITIONAL IRA ONLY

Complete this line if you would like a rate of withholding that is different from the default withholding rate. See the instructions on page 2 and the Marginal Rate Tables on page 1 of the enclosed Form W-4R for additional information. Enter the rate as a whole number (no decimals).

_____ %

STATE INCOME TAX WITHHOLDING

State income tax withholding may be required when you elect federal income tax withholding. In most states, however, state income tax withholding is either not required or is mandatory. See the table on the next page for state tax withholding regulations for your state of residence.

Select one: If no election is made, we will withhold as outlined in the table on the next page.

Penalties may be incurred under the estimated tax rules if your withholding and/or estimated tax payments are not sufficient.

☐ I do **not** want state income tax withheld from my distribution. (Not applicable in all states.)

☐ I do want state income tax withheld from my distribution.

Indicate percentage to withhold (cash only distribution) _____%.

Indicate amount to withhold (*If securities, a specific dollar amount is required*) \$_____.

(*Not available for scheduled distributions.*)

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FEDERAL AND STATE INCOME TAX WITHHOLDING INSTRUCTIONS

Federal and State Income Tax Withholding Instructions

Traditional IRA, SEP, SIMPLE, And Roth IRA: In most cases, federal and state income tax law requires that we withhold tax from your distribution. You can submit your elections by completing the Withholding Tax Election Section of your IRA Distribution Request Form and following the chart below. Rates are subject to change without notice. Keep this page for your records.

If you do not make an election, we will automatically withhold as follows:

Federal: 10 percent of your gross distribution.

State: Based on your residency as outlined below.

STATE OF RESIDENCE and STATE INCOME TAX WITHHOLDING REQUIREMENTS AND ELECTIONS	
State income tax withholding is not required	
AK, FL, HI, NH, NV, SD, TN, TX, WA, WY - State income tax withholding is not required for residents of these states. We will not withhold state income tax from your distribution if you reside in these states.	
Voluntary state income tax withholding	
AL, AZ, CO, DE, GA, ID, IL, IN, KY, LA, MO, MT, ND, NJ, NM, NY, OH, PA, RI, SC, UT, VA, WI, WV - We will withhold state income tax only if you instruct us to do so. If you want state income taxes to be withheld, you must indicate the amount or percentage.	
Note: We require tax withholding amounts to be requested in whole dollars for the following states: Missouri, New Jersey .	
Mandatory state income tax withholding when federal income tax is withheld	
KS, MA, ME, NE, VT - We will withhold state income tax according to the rates below when federal income tax is withheld from your distribution.	
Kansas, Maine, Massachusetts, Nebraska	5.00% of Gross Distribution
Vermont	30.00% of Federal Income Tax Withheld
If you have elected not to withhold federal income tax, but request state income tax withholding, the following rules apply: Specify a dollar amount/percentage equal to or greater than the minimum percentages listed above (exceptions may apply).	
Note: For Massachusetts a rate of 5% is applicable if the total distribution is equal to or less than \$1,053,750. If the total distribution is greater than \$1,053,750, we will withhold at 9% of the amount which exceeds \$1,053,750, see Form M-4P at mass.gov for more information.	
Mandatory state income tax withholding when federal income tax is withheld, unless you indicate otherwise	
AR, CA, CT, DC, IA, MD, MI, MN, MS, NC, OK, OR - We will withhold state income tax according to the rates below whenever federal income tax is withheld from your distribution, unless you indicate otherwise:	
Arkansas	3.00% of Gross Distribution
California - For more information on withholding using the DE 4P table, see taxes.ca.gov.	10.00% of Federal Income Tax Withheld
Connecticut - Withholding is mandatory whether federal income tax is withheld or not. For more information see Form CT W-4P at CT.gov about withholding and the exemption.	6.99% of Gross Distribution
District of Columbia - Income tax withholding on total distributions is mandatory (whether federal income tax is withheld or not) and voluntary for all other types of distributions.	10.75% of Total Distribution
Iowa - Mandatory state income tax withholding. We will withhold state income tax according to the rate displayed unless you indicate otherwise. Alternatively, you can claim exemptions of Iowa income tax withholding in certain circumstances. In absence of claiming an exemption of withholding, we withhold at 5%. For more information, see Form IAW-4P at iowa.gov.	5.00% of Gross Distribution
Maryland	7.75% of Gross Distribution
Michigan - Mandatory state income tax withholding. We will withhold state income tax according to the rates displayed unless you indicate otherwise. For more information, see Form MI W-4P at michigan.gov.	4.25% of Gross Distribution
Minnesota - Mandatory state income tax withholding. We will withhold state income tax according to the rate you provide us which should be based on the Minnesota Withholding Tax Tables found at Minnesota Withholding Tax Instructions and Tables (revenue.state.mn.us). Alternatively, you may be eligible to elect out of Minnesota income tax withholding. In absence of providing us a rate of withholding or an election out of withholding, we withhold at 6.25%.	MN Withholding Tax Tables
Mississippi - Income tax withholding on early or excess distributions is mandatory (whether federal income tax is withheld or not) and voluntary for all other types of distributions.	4.70% of Gross Distribution
North Carolina	4.00% of Gross Distribution
Oklahoma - We withhold at 4.75 or zero percent. For more information, see Form OK-W-4-R at oklahoma.gov.	4.75% of Gross Distribution
Oregon	8.00% of Gross Distribution

Rates are subject to change without notice. Keep this page for your records.

* You should contact your tax professional before making an election regarding state withholding. BNY Brokerage Services, a Division of BNY Mellon Securities Corporation, is not responsible for changes in state law that may impact the accuracy of this information.

Federal and State Income Tax Withholding Instructions

Note: If you want state income tax withholding at a different rate (or no state income tax withholding), check the box “Do not withhold state income tax” in the Withholding Tax Election Section of your IRA Distribution Request Form or specify a dollar amount or a percentage to indicate your state income tax withholding election.

Please refer to <https://www.irs.gov/pub/irs-pdf/fw4r.pdf> as the source for the marginal rate tables:

2024 Marginal Rate Tables					
You may use these tables to help you select the appropriate withholding rate for this payment or distribution. Add your income from all sources and use the column that matches your filing status to find the corresponding rate of withholding. See page 2 for more information on how to use this table.					
Single or Married filing separately		Married filing jointly or Qualifying surviving spouse		Head of household	
Total income over -	Tax rate for every dollar more	Total income over -	Tax rate for every dollar more	Total income over-	Tax rate for every dollar more
\$0	0%	\$0	0%	\$0	0%
14,600	10%	29,200	10%	21,900	10%
26,200	12%	52,400	12%	38,450	12%
61,750	22%	123,500	22%	85,000	22%
115,125	24%	230,250	24%	122,400	24%
206,550	32%	413,100	32%	213,850	32%
258,325	35%	516,650	35%	265,600	35%
623,950*	37%	760,400	37%	631,250	37%

* If married filing separately, use \$380,200 instead for this 37% rate.

The information below is from the IRS Form W-4R and is for informational purposes only. Please ensure you complete the appropriate distribution form section for federal income tax withholding.

General Instructions

Section references are to the Internal Revenue Code.

Future developments. For the latest information about any future developments related to Form W-4R, such as legislation enacted after it was published, go to www.irs.gov/FormW4R.

Caution: If you have too little tax withheld, you will generally owe tax when you file your tax return and may owe a penalty unless you make timely payments of estimated tax. If too much tax is withheld, you will generally be due a refund when you file your tax return. Your withholding choice (or an election not to have withholding on a nonperiodic payment) will generally apply to any future payment from the same plan or IRA. Submit a new Form W-4R if you want to change your election.

Nonperiodic payments—10% withholding. Your payer must withhold at a default 10% rate from the taxable amount of nonperiodic payments **unless** you enter a different rate on line 2. Distributions from an IRA that are payable on demand are treated as nonperiodic payments. Note that the default rate of withholding may not be appropriate for your tax situation. You may choose to have no federal income tax withheld by entering “-0-” on line 2. See the specific instructions below for more information. Generally, you are not permitted to elect to have federal income tax withheld at a rate of less than 10% (including “-0-”) on any payments to be delivered outside the United States and its territories.

Note: If you don’t give Form W-4R to your payer, you don’t provide an SSN, or the IRS notifies the payer that you gave an incorrect SSN, then the payer must withhold 10% of the payment for federal income tax and can’t honor requests to have a lower (or no) amount withheld. Generally, for payments that began before 2023, your current withholding election (or your default rate) remains in effect unless you submit a Form W-4R.

Eligible rollover distributions—20% withholding. Distributions you receive from qualified retirement plans (for example, 401(k)

plans and section 457(b) plans maintained by a governmental employer) or tax-sheltered annuities that are eligible to be rolled over to an IRA or qualified plan are subject to a 20% default rate of withholding on the taxable amount of the distribution. You can’t choose withholding at a rate of less than 20% (including “-0-”). Note that the default rate of withholding may be too low for your tax situation. You may choose to enter a rate higher than 20% on line 2. Don’t give Form W-4R to your payer unless you want more than 20% withheld.

Note that the following payments are **not** eligible rollover distributions for purposes of these withholding rules:

- Qualifying “hardship” distributions;
- Distributions required by federal law, such as required minimum distributions;
- Generally, distributions from a pension-linked emergency savings account;
- Eligible distributions to a domestic abuse victim;
- Qualified disaster recovery distributions;
- Qualified birth or adoption distributions; and
- Emergency personal expense distributions.

See Pub. 505 for details. See also *Nonperiodic payments—10% withholding above*.

Payments to nonresident aliens and foreign estates. Do not use Form W-4R. See Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities, and Pub. 519, U.S. Tax Guide for Aliens, for more information.

Tax relief for victims of terrorist attacks. If your disability payments for injuries incurred as a direct result of a terrorist attack are not taxable, enter “-0-” on line 2. See Pub. 3920, Tax Relief for Victims of Terrorist Attacks, for more details.

Specific Instructions

Federal and State Income Tax Withholding Instructions

Line 1b

For an estate, enter the estate's employer identification number (EIN) in the area reserved for "Social security number."

Line 2

More withholding. If you want more than the default rate withheld from your payment, you may enter a higher rate on line 2.

Less withholding (nonperiodic payments only). If permitted, you may enter a lower rate on line 2 (including "-0-") if you want less than the 10% default rate withheld from your payment. If you have already paid, or plan to pay, your tax on this payment through other withholding or estimated tax payments, you may want to enter "-0-".

Suggestion for determining withholding. Consider using the Marginal Rate Tables on page 1 to help you select the appropriate withholding rate for this payment or distribution. The tables are most accurate if the appropriate amount of tax on all other sources of income, deductions, and credits has been paid through other withholding or estimated tax payments. If the appropriate amount of tax on those sources of income has not been paid through other withholding or estimated tax payments, you can pay that tax through withholding on this payment by entering a rate that is greater than the rate in the Marginal Rate Tables.

The marginal tax rate is the rate of tax on each additional dollar of income you receive above a particular amount of income. You can use the table for your filing status as a guide to find a rate of withholding for amounts above the total income level in the table.

To determine the appropriate rate of withholding from the table, do the following. Step 1: Find the rate that corresponds with your total income not including the payment. Step 2: Add your total income and the taxable amount of the payment and find the corresponding rate.

If these two rates are the same, enter that rate on line 2. (See *Example 1* below.)

If the two rates differ, multiply (a) the amount in the lower rate bracket by the rate for that bracket, and (b) the amount in the higher rate bracket by the rate for that bracket. Add these two numbers; this is the expected tax for this payment. To get the rate to have withheld, divide this amount by the taxable amount of the payment. Round up to the next whole number and enter that rate on line 2. (See *Example 2* below.)

If you prefer a simpler approach (but one that may lead to overwithholding), find the rate that corresponds to your total income including the payment and enter that rate on line 2.

Examples. Assume the following facts for Examples 1 and 2. Your filing status is single. You expect the taxable amount of your payment to be \$20,000. Appropriate amounts have been withheld for all other sources of income and any deductions or credits.

Example 1. You expect your total income to be \$62,000 without the payment. Step 1: Because your total income without the payment, \$62,000, is greater than \$61,750 but less than \$115,125, the corresponding rate is 22%. Step 2: Because your total income with the payment, \$82,000, is greater than \$61,750 but less than \$115,125, the corresponding rate is 22%. Because these two rates are the same, enter "22" on line 2.

Example 2. You expect your total income to be \$43,700 without the payment. Step 1: Because your total income without the payment, \$43,700, is greater than \$26,200 but less than \$61,750, the corresponding rate is 12%. Step 2: Because your total income with the payment, \$63,700, is greater than \$61,750 but less than \$115,125, the corresponding rate is 22%. The two rates differ. \$18,050 of the \$20,000 payment is in the lower bracket (\$61,750 less your total income of \$43,700 without the payment), and \$1,950 is in the higher bracket (\$20,000 less the \$18,050 that is in the lower bracket). Multiply \$18,050 by 12% to get \$2,166. Multiply \$1,950 by 22% to get \$429. The sum of these two amounts is \$2,595. This is the estimated tax on your payment. This amount corresponds to 13% of the \$20,000 payment (\$2,595 divided by \$20,000). Enter "13" on line 2.

5. Delivery Instructions

Select one of the following and provide information as requested:

☐ I want my check made payable to the following Alternate Payee and/or sent to the following Alternate Address.

☐ Alternate Payee: _____

☐ Alternate Address: _____

OR

☐ I want my distribution(s) sent to me by:

☐ ACH* OR ☐ Fed Wire* (Please see fee schedule for any fees that may be in effect.)

**No notary is required only when adding ACH/FED Wire where both are individual accounts at BNY Brokerage Account and the banking institution. All other banking instruction additions will require a notary in Section 6.*

ACH Transfer/Fed Wire Distribution

ACH permits electronic transfer of money between your designated bank account and your Brokerage IRA Account. Your bank must be an ACH member. Fed Wire Distribution permits your distribution request to be transmitted by Fed Wire to your designated Federal Reserve member bank. **Attach an original preprinted voided check that matches the registration on your Brokerage IRA Account.** If the names on your check do not match your account registration, the other person listed on your check must authorize the ACH or Fed Wire by signing below in the Credit Authorization section. **Money will only be wired out or transferred to the bank account indicated on the voided check.**

I am aware that the attached check is being used to establish ACH/Fed Wire privileges on the above referenced account. DDA (Checking Account) #: _____ **and ABA # (Routing #)** _____

Standing Instructions for sending money by Fed Wire or ACH from your account expire 36 months from the last date they were used.

Checking Accountholder Signature

Date

Joint Checking Accountholder Signature

Date

Credit Authorization section (required for all ACH requests):

I (we) hereby authorize Pershing, LLC (Pershing), a subsidiary of The Bank of New York Mellon Corporation, to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my (our) Bank, and to credit and/or debit the same to such checking account indicated above.

This authority is to remain in full force and effect until Pershing has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Pershing and the Bank a reasonable opportunity to act on it.

Upon receipt of this form, The Bank of New York Mellon is authorized to credit my bank account indicated above using the Automated Clearing House (ACH) option. I understand that these services are governed by the Prospectus provisions and the rules of the Automated Clearing House (ACH). I further understand that either option may be terminated or modified at any time without notice by BNY Brokerage Services or the Transfer Agent.

Accountholder's Signature

Date

6. Authorization

No notary is required only when adding ACH/FED Wire where both are individual accounts at BNY Brokerage Account and the banking institution. All other banking instruction additions will require a notary in Section 6.

I understand and agree that traditional IRA distributions are fully taxable to me as ordinary income in the year distributed unless I have made non-deductible contributions to my Traditional IRAs in which case the portion of the distribution representing non-deductible contributions will not be subject to tax. I also understand that Roth IRA distributions are exempt from tax if certain requirements are met. Please speak to your tax advisor concerning these requirements.

Taxpayer Identification Number Certification: Under the penalties of perjury, I (we) certify [1] that the Social Security Number(s) or Taxpayer Identification Number(s) shown in Section 1 of this form is (are) my (our) correct Taxpayer Identification Number(s), [2] that I (we) am (are) not subject to backup withholding either because I (we) have not been notified that I (we) am (are) subject to backup withholding as a result of a failure to report all dividends, or the IRS has notified me (us) that I (we) am (are) no longer subject to backup withholding, and [3] I (we) am (are) a U.S. person (including a U.S. resident alien). NOTE: Strike out item [2] if you have been notified that you are subject to backup withholding by the IRS and you have not received a notice from the IRS advising you that backup withholding has been terminated. The Foreign Account Tax Compliance Act (FATCA) code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Accountholder's Signature Date

Notary

FOR NOTARY PUBLIC USE ONLY:

Sworn to (or affirmed) before me this

_____ day of _____, 20__

(Give official capacity of official administering oath.)

My commission expires _____

(AFFIX SEAL.)

X _____

Signature of Notary Public