

MATTHEW M RAMSEY
56 WINSHIP ST APT 1
BRIGHTON MA 02135-3368

PST88229015/EML



8500 Andrew Carnegie Blvd
Charlotte, NC 28262-8500

February 25, 2014

You recently contacted us about cash withdrawals from your TIAA-CREF annuities. As you requested, enclosed is the form you need to complete along with other important information.

Once you return your completed form, you can check the status of your request 24 hours a day, 7 days a week. Just log on to our website at **tiaa-cref.org** or call our Automated Telephone Service at **800 842-2252**. You'll need a password and your User ID.

Whether you're withdrawing funds to meet your expenses or transferring them to another investment company, we want you to know your business is important to us. We hope you've been satisfied with our service and product offerings.

If you have questions, please call our Telephone Counseling Center at **800 842-2776**, Monday to Friday from 8 a.m. to 10 p.m. (ET) and Saturday from 9 a.m. to 6 p.m. (ET).

Direct Deposit/EFT to your Account

If you choose to have us direct deposit funds to your bank account, you must mail the forms to us. We cannot accept forms faxed to us.

For any Direct Deposit to your Checking Account, you must provide us with an original voided check from your bank account.

If you have a Checking Account, but do not have physical checks, we will mail your payment to your address of record.

For any Direct Deposit to your Savings Account, you must provide us with a letter from your bank. The letter must be on your bank letterhead and be signature guaranteed by authorized bank personnel.

Key Information for Completing Your Request for a Withdrawal

- Under the plan provisions of UNIVERSITY OF OKLAHOMA 401(A) DE, the following rules apply to your request:
- Any previous withdrawals will affect the amount you can withdraw now.
- Withdrawals from your TIAA Traditional accumulation are available within 120 days of your termination of employment, *if permitted by your employer*, and are subject to a 2.5% surrender charge. And you may roll over these withdrawals. (If your TIAA Traditional account balance after the 120-day period is \$2,000 or less, you may be able to withdraw the entire amount without a surrender charge.) Systematic withdrawals from TIAA Traditional aren't available.
- Withdrawals are available from your other accounts after termination of employment, and you may roll them over.
- To view your current account balances or to find out the status of your request, visit our website at **tiaa-cref.org** or call our Automated Telephone Service at **800 842-2252**; both are available 24 hours a day, 7 days a week. You'll need your password and User ID.

If you have any questions, please call our Telephone Counseling Center at **800 842-2776** Monday to Friday from 8 a.m. to 10 p.m. (ET) and Saturday from 9 a.m. to 6 p.m. (ET).

About Federal Taxation

Under federal tax law, your withdrawal is subject to 20% mandatory income tax withholding unless you directly roll it over to an IRA or another employer's retirement plan. You can request more tax withholding by completing the appropriate income tax withholding forms. If you are a non-resident alien, you should complete Form W-8BEN.

To request income tax withholding forms or to request a Form W-8BEN, please visit our website at **tiaa-cref.org** to print copies. You may also call our Telephone Counseling Center at **800 842-2776** Monday to Friday from 8 a.m. to 10 p.m. (ET) and Saturday from 9 a.m. to 6 p.m. (ET).

You may be subject to a federal penalty in addition to regular income tax if you withdraw funds and

- You were under age 55 when you separated from service, or
- You're under age 59½.*

If you withdraw funds and separated from service at age 55 or over, you aren't subject to the federal tax penalty.

* You won't be subject to the 10% penalty if you have unreimbursed medical expenses exceeding 7½% of your Adjusted Gross Income, or if you're disabled as defined by the IRS.

If you're under age 59½, you can withdraw the amount you had in your account as of December 31, 1988. To withdraw post-1988 account balances, you must be separated from service, disabled, or have

encountered hardship, as defined by the Internal Revenue Service (IRS). Systematic withdrawals due to hardship aren't available. According to IRS regulations, withdrawals due to hardship

- can consist only of contributions, not earnings,
- can't be rolled over, and
- may be subject to optional income tax withholding.

About Direct Rollovers

Your withdrawal is subject to mandatory 20% federal income tax withholding unless you roll it over to an IRA or to another plan. When you request a direct rollover, we send the money directly to the IRA or other plan, not to you. **Note:** Electronic funds transfer isn't available for rollovers.

Direct Rollovers to IRAs

You can always do direct rollovers to IRAs. TIAA-CREF offers both Traditional IRAs and Roth IRAs. A rollover to a Traditional IRA isn't taxable. But, converting to a Roth IRA is fully taxable since Roth IRAs can only accept after-tax dollars.

You can roll over your eligible withdrawal directly to an existing TIAA-CREF Traditional IRA by providing us with your IRA contract numbers. Or, if you want to open a new TIAA-CREF IRA, just check the appropriate box. Be sure to return your completed IRA enrollment form along with your withdrawal request. To request a new IRA enrollment form, visit our website at tiaa-cref.org, or call our Enrollment Hotline at **800 842-2888** Monday to Friday from 8 a.m. to 10 p.m. (ET) and Saturday from 9 a.m. to 6 p.m. (ET).

Direct Rollovers to Plans

You may be able to roll over your eligible withdrawal(s) directly to another employer's plan. Since the rollover amount will become part of the new plan, be sure to carefully consider the plan rules and features as well as the investment choices and any fees that may apply. (Read your fund prospectus for information about fees.)

Be sure to discuss state tax implications, if any, with your tax advisor. Please note that if you're rolling over directly to a governmental 457(b) plan *from* a plan established under a different (e.g., 403(b)) IRS code section and you're under age 59½, the 10% early withdrawal penalty will continue to apply to the amount you are rolling over until you attain age 59½.

If the other employer's plan is with TIAA-CREF, we can determine if the plan can accept the direct rollover. But if the other employer's plan is with another investment company, the plan administrator or trustee of the plan receiving your direct rollover must complete the Direct Rollovers section on your Request. **We must have this information to determine if Internal Revenue Service rules allow your direct rollover to the plan.**

After-Tax Contributions

The rules for rolling over after-tax contributions are complex. Keep in mind that you can:

- roll over after-tax contributions made through your employer's plan to an IRA,
- roll over after-tax contributions to another plan established under the same IRS code section, or
- roll over after-tax contributions from one qualified plan to another qualified plan. The IRS identifies qualified plans as 401(a), Keogh, 403(a), and 401(k) plans.

NOTE: The plan receiving the rollover must agree to account for your after-tax contributions separately.

For more information on rolling over after-tax contributions, please call our Telephone Counseling Center at **800 842-2776** Monday to Friday from 8 a.m. to 10 p.m. (ET) and Saturday from 9 a.m. to 6 p.m. (ET).

ROLLOVER from your Retirement Investments



IMPORTANT INFORMATION

PLEASE **READ BEFORE** FILLING OUT FORM

QUESTIONS? For account information, to check the status of your request or any other questions, **call: 800 842-2252**, Monday - Friday, 8 AM - 10 PM ET, Saturday, 9 AM - 6 PM ET, OR visit **tiaa-cref.org 24 hours daily**. Have your user ID and password ready.

We will notify you of the rollover amount after we receive your completed forms. To avoid delays, be sure to complete all sections.

PLEASE NOTE: A rollover from your TIAA Traditional Account may not be available. If you want to make a rollover from your TIAA Traditional Account, please call us. There are different rules for a rollover from a TIAA Traditional Account that require completing separate forms. Please call us for your options at 800 842-2252.

Federal or state taxes may apply for rollovers.

If you are paying off a loan (it is a taxable event), you must complete a cash withdrawal form before completing this rollover form.

Electronic Fund Transfers are not available for direct rollovers. We will send a check to the financial institution that you have designated on this rollover form.

Your account will be valued as of the date we receive this form in good order.

If this plan is subject to ERISA, the spousal waiver section is only valid for 180 days from the date the Notary Public validates it. The signature on the rollover form is valid for 365 days.

NOTE: If your rollover includes Roth 403(b)/401(k) contributions they may be rolled over to another Roth 403(b)/401(k) that will accept them. They may also be rolled over to a Roth IRA.



ROLLOVER from your Retirement Investments

PLEASE PRINT IN ALL CAPITAL LETTERS USING BLACK OR DARK BLUE INK.

This form may only be completed for one plan and one contract.

If you have multiple plans and/or multiple contracts, you must complete multiple forms.

STEP ONE

PERSONAL INFORMATION

If you claim residence **AND** citizenship outside the U.S., you must complete Form W-8BEN in addition to this form to certify your foreign tax status. To print this form, go to www.tiaa-cref.org/forms, and see General Tax Forms. For questions call TIAA-CREF at **800 842-2252**.

TIAA-CREF CONTRACT/ CERTIFICATE

This information is required in order to process your request.

PLAN INFORMATION

The Plan and Sub Plan numbers should have been provided to you. **If you do not have them, please contact us at 800 842-2252.**

Name MATTHEW M RAMSEY
first middle initial last

State of Legal Residence MA Citizenship UNITED STATES
if outside US, write in country

Contact Phone # _____

SSN or TIN

--	--	--	--	--	--	--	--	--	--

TIAA #

3	6	6	9	3	4	3	0
---	---	---	---	---	---	---	---

CREF #

4	6	6	9	3	4	3	8
---	---	---	---	---	---	---	---

NOTE: You can use either your TIAA number **OR** your CREF number. **DO NOT USE DASHES.**

Plan Name UNIVERSITY OF OKLAHOMA 401(A) DE

Plan #

1	0	3	7	7	0
---	---	---	---	---	---

Sub Plan #

G	R	1	0	0	1
---	---	---	---	---	---

Go to STEP TWO.



ROLLOVER from your Retirement Investments

STEP TWO ROLLOVER AMOUNT

PLEASE NOTE: Rollover amount will be based on the value of your investments on the day that your forms are received in good order.

NOTE: If this plan is subject to ERISA, the spousal waiver section is only valid for 180 days. The future date cannot be later than the notarized spousal waiver date.

☐ **OPTION 1:** Roll over entire amount available. If I have TIAA Traditional accumulations in a RA, GRA or RC contract that qualify for a Small Sum Transfer, I authorize the transfer of any eligible accumulation into the CREF Money Market account for the purposes of this rollover.

For internal TIAA-CREF rollovers, check here and Go to STEP FOUR.

For another investment company, check here and Go to STEP SEVEN.

☐ **OPTION 2:** Roll over only a portion of account balance as indicated below.

Check here and go to STEP THREE.

☐ **INCLUDE ROTH**

☐ **EXCLUDE ROTH**

AFTER TAX MONIES

☐ **YES**, include in my rollover.

☐ **NO**, do not include in my rollover. TIAA-CREF will send you a check.

If you do not want these monies rolled over immediately please specify a future date for TIAA-CREF to process your request.

☐ **FUTURE DATE:** Please rollover the funds on: _____ *mm/dd/yyyy*

☐ **OPTION 3:** Systematic Withdrawal
Check here, provide detail in STEP FIVE.

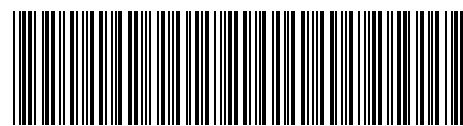
STEP THREE EXISTING INVESTMENTS

*Indicate either the dollar amount **OR** percentage from each account/fund.*

Investment Account/ Fund Name	Rollover Amount	Percent of Fund Value
<i>Amounts OR percentages MUST be whole numbers.</i>		
8 CREF Equity Index	\$ 0.00	OR 100 %
6 CREF Global Equities	\$ 0.00	OR 100 %
7 CREF Growth	\$ 0.00	OR 100 %
10 CREF Inflation-Linked Bond	\$ 0.00	OR 100 %
9 TIAA Real Estate	\$ 0.00	OR 100 %
	\$	OR %

☐ **For internal TIAA-CREF rollovers, Go to STEP FOUR.**

☐ **For another investment company, Go to STEP SEVEN.**





ROLLOVER from your Retirement Investments

STEP FOUR NEW ALLOCATIONS FOR TIAA-CREF ROLLOVERS

- ☐ **IN KIND** - Rollover to the same funds. If they are not available, the funds will be rolled over to a money market fund.
- ☐ **ALLOCATIONS ON FILE** (of the receiving plan)
- ☐ **DIFFERENT ALLOCATIONS** - provide detail below.

Indicate either the dollar amount **OR** percentage to each account/fund.

Investment Account/ Fund Name	Rollover Amount	Percent of Fund Value
Amounts OR percentages MUST be whole numbers.		
	\$ _____	OR _____ %
	\$ _____	OR _____ %
	\$ _____	OR _____ %
	\$ _____	OR _____ %
	\$ _____	OR _____ %
	\$ _____	OR _____ %

Go to STEP FIVE.

STEP FIVE SYSTEMATIC WITHDRAWALS

Your last payment may be less than your requested amount. The last payment amount will be the balance left in your account at the time that the last payment transaction occurs.

If you are NOT requesting systematic withdrawals, skip to STEP SIX.

How often do you want to receive withdrawals: (*check one*)
☐ **MONTHLY** ☐ **QUARTERLY** ☐ **SEMI-ANNUALLY** ☐ **ANNUALLY**
 Your payments will continue as above until there are no monies in designated funds.

When do you want to start receiving withdrawals? If your plan is funded by a Transfer Payout Annuity (TPA), you may choose any date from the 5th to the 28th of the month. All others may choose any date from the 1st to the 28th.

Start Date _____
mm/dd/yyyy

You can stop recurring payments at any time by calling 800 842-2252.

Stop Date _____
mm/dd/yyyy

Go to STEP SIX.



ROLLOVER from your Retirement Investments

STEP SIX A TIAA-CREF ACCOUNT

TIAA-CREF CONTRACT

PLAN INFORMATION

The Plan and Sub Plan numbers should have been provided to you. **If you do not have them, please contact us at 800 842-2252.**

☐ **OPTION 1:** My existing employer's plan.
Check here and complete below.

TIAA # _____ CREF # _____

Plan Name _____

Plan # _____ Sub Plan # _____

☐ **OPTION 2:** My existing Roth or Traditional IRA # _____

☐ **OPTION 3:** A new Roth or Traditional IRA
Check here and attach enrollment form (call 800 842-2252 for form).

☐ **OPTION 4:** Another Tax Deferred TIAA-CREF account # _____

If you are rolling over **directly** to a Roth IRA, **go to STEP EIGHT.**

If you are **NOT** rolling over to a Roth IRA, **go to STEP NINE.**

STEP SEVEN ROLLOVER TO ANOTHER INVESTMENT COMPANY

The investment company receiving your rollover can assist with completing the information at the right.

INVESTMENT COMPANY CONTACT INFORMATION

☐ **OPTION 1:** Traditional IRA

☐ **OPTION 2:** Roth IRA

☐ **OPTION 3:** Other plan

For all above options, please provide investment company contact information here.

Investment Company Name _____

Address _____

City _____ State _____ Zip _____

Contact Phone # _____

Account # _____

Go to STEP EIGHT.



ROLLOVER from your Retirement Investments

STEP EIGHT ROTH IRA ROLLOVERS

If you do not make a selection, 20% will be withheld for federal taxes.

Regardless if you are rolling over to a Roth IRA at TIAA-CREF or at another investment company, you may owe federal taxes and any applicable state taxes on your pre-tax amount.

Provide federal tax withholding options below:

☐ NO
☐ YES, HOW MUCH? _____ % **OR** \$ _____

Go to STEP NINE.

STEP NINE YOUR SIGNATURE

Please read and sign where indicated.

By signing below:

You authorize TIAA-CREF to make withdrawals from your account balances with TIAA-CREF, as stated in this form.

If you make a direct rollover into another employer's plan, you understand your right to receive a distribution of these funds will be determined by the plan that is accepting the rollover and the funds in which your direct rollover are invested. You further understand that if you make a direct rollover to another employer's plan that is subject to the Employee Retirement Income Security Act of 1974 (ERISA), spousal rights will apply to these funds and you may need a signed waiver from your spouse in order to receive a subsequent distribution of these funds.

Under penalties of perjury, you certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person.



Your Signature _____

Today's Date / /

Go to STEP TEN.



ROLLOVER from your Retirement Investments

STEP TEN

EMPLOYER'S PLAN REPRESENTATIVE SIGNATURE

If you answer yes to any of the options, then an Employer Authorization is required by the employer that contributed to your plan for TIAA-CREF to process your request. Please check the appropriate boxes.

**If you check 0% as the vested account balance available as a cash withdrawal, then an Employer Authorization is not necessary.*

***If you check one of the other percentages (other than 0%) as the vested account balance available as a cash withdrawal, then an Employer Authorization is required.*

PLEASE NOTE: If this section is not completed and, if it is a requirement for your plan, TIAA-CREF will not be able to process your rollover request.



1. Do you qualify for this withdrawal based on the Heart Act of 2008 Legislation? (being a qualified reservist called to active duty for at least 179 days?) ☐ YES ☐ NO

If **YES**, provide date of leave mm/dd/yyyy

2. Have you been terminated from employment? ☐ YES ☐ NO

3. Are you requesting an in-service withdrawal? ☐ YES ☐ NO

4. Are you currently disabled? (Proof of disability must be provided in order to process your request.) ☐ YES ☐ NO

If **YES**, provide date of disability mm/dd/yyyy

5. Other _____

6. My vested account balance available as a cash withdrawal in accordance with my retirement plan provision is:

☐ 0%* ☐ 20%** ☐ 40%** ☐ 60%** ☐ 100%** OR ☐ _____%**

By the employer signing, the employer will receive the nonvested account balance and the vested account balance will be available to the participant.

PLAN REPRESENTATIVE APPROVAL

By signing, you are approving this request.

Date of Separation of Service mm/dd/yyyy

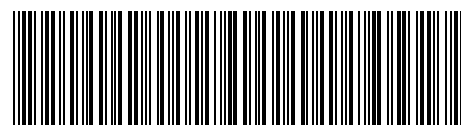
Plan Representative's Signature _____

Today's Date / / 20

Plan Representative's Name (please print) _____

Title _____

Go to STEP ELEVEN.



ROLLOVER from your Retirement Investments

STEP ELEVEN

PLEASE RETURN COMPLETED FORMS PACKAGE TO:

Please Note: Include **ALL**
documents in **ONE** package.

for **STANDARD MAIL:**
TIAA-CREF
P.O. Box 1268
Charlotte, NC 28201-1268

for **OVERNIGHT:**
TIAA-CREF
8500 Andrew Carnegie Blvd
Charlotte, NC 28262

If your rollover amount is \$50,000 or greater, please mail your original documents and the completed form.

If your rollover amount is less than \$50,000, you can fax your form to us at 800 914-8922.

CHECKLIST

- ☐ Complete all necessary personal information and indicate how much you want to roll over by account or fund. **(STEPS ONE, TWO & THREE)**
- ☐ Make sure if you are completing **STEP SEVEN** that your new investment company information is complete.
- ☐ Remember to sign this form. **(STEP NINE)**
- ☐ The employer who contributed to the plan you are making the rollover from must provide the date your employment was terminated. **(STEP TEN)**
- ☐ If you are disabled, remember to provide proof of disability with this form.



FRAUD WARNING

FOR YOUR PROTECTION, WE PROVIDE THIS NOTICE / WARNING REQUIRED BY MANY STATES

This notice/warning does not apply in New York.

Any person who, knowingly and with intent to defraud any insurance company or other person, files an application for insurance or a statement of claim for insurance benefits containing materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and may be subject to criminal penalties, including confinement in prison, and civil penalties. Such action may entitle the insurance company to deny or void coverage or benefits.

Colorado residents, please note: Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

Virginia and Washington, DC residents, please note: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

MANDATORY STATE INCOME TAX WITHHOLDING ELECTION

For Cash Withdrawals that are Rollover Eligible



IMPORTANT INFORMATION

PLEASE **READ BEFORE** FILLING OUT FORM

State laws may require mandatory state income tax be withheld from cash withdrawals. Our records indicate that you are a legal resident of one of the states listed in **STEP TWO** of this form, and may therefore be subject to state withholding from your cash distribution. If your legal residence is not one of the states listed on this form, please contact us to ensure you receive the proper withholding form. **If you do not return a withholding form**, TIAA-CREF is required to withhold state income taxes at the state tax default rate shown on this form. Before making an election, be sure to read any notes in **STEP TWO** that may apply to your state of residence.

Please keep in mind:

1. Rollover Eligible Payments are payments that can be directly rolled over to an IRA or other similar retirement plan. If you directly roll over your distribution to another account, no taxes will be withheld.
2. There may be penalties for not paying enough state income tax during the year.
3. State tax withholding rates are always subject to change.
4. If you are a resident of **Kansas** and the distribution is from a Kansas Board of Regents plan, the distribution may be exempt from tax; therefore, you may elect to have no withholding.
5. If you are a resident of **North Carolina** and the distribution is considered exempt under the Bailey/Emory/Patton Settlement, the distribution may be exempt from tax; therefore, you may elect to have no withholding.
6. If you are a resident of **Michigan** and:
 - You (or your spouse if filing jointly) were born prior to 1946, all benefits from public sources (as defined by the Michigan Department of Treasury) are exempt from Michigan state taxes. Benefits from private sources may be subtracted for a single filer or married filer filing separately or if married filing a joint return for the current tax year. Any private pension payment in excess of Michigan income limits is taxable.
 - You (or your spouse if filing jointly) were born during the period 1946 through 1952, a portion of all private and public pension and annuity benefits may be subtracted from Michigan taxable income.
 - You (and your spouse) were born after 1952, all private and public pension and annuity benefits are fully taxable and may not be subtracted from Michigan taxable income.
 - If you feel your distribution is not subject to state taxes then you may elect to have no withholding.

Be sure to read and fill out all necessary parts of this form to avoid any delay in the processing of your request.

Any tax information included in this written or electronic communication was not intended or written to be used, and it cannot be used by the taxpayer, for the purpose of avoiding any penalties that may be imposed on the taxpayer by any governmental taxing authority or agency.

Please return completed form to:

STANDARD MAIL

TIAA-CREF
P.O. Box 1268
Charlotte, NC 28201-1268

OVERNIGHT

TIAA-CREF
8500 Andrew Carnegie Blvd
Charlotte, NC 28262

FAX

800 914-8922

QUESTIONS? For account information, to check the status of your request or any other questions, call: **800 842-2252**, Monday-Friday, 8 AM – 10 PM ET, Saturday, 9 AM – 6 PM ET. If you are receiving systematic withdrawals, you can change your withholding elections by visiting ttaa-cref.org 24 hours a day. Have your user ID and password ready.



This page has been intentionally left blank.

MANDATORY STATE INCOME TAX WITHHOLDING ELECTION

For Cash Withdrawals that are Rollover Eligible

STEP ONE

PERSONAL INFORMATION

Please print in all capital letters using black or dark blue ink.

Name _____
first middle initial last

State of Legal Residence _____

Social Security #

--	--	--	--	--	--	--	--	--

TIAA-CREF CONTRACT

TIAA #

--	--	--	--	--	--	--	--

NOTE: Please indicate the contract number to which your tax election will apply. **DO NOT USE DASHES.**

CREF #

--	--	--	--	--	--	--	--

PLAN INFORMATION

The Plan and Sub Plan numbers are for internal use only.

Plan Name _____

Plan #

--	--	--	--	--	--

Sub Plan #

--	--	--	--	--	--



MANDATORY STATE INCOME TAX WITHHOLDING ELECTION For Cash Withdrawals that are Rollover Eligible

STEP TWO WITHHOLDING ELECTION

Based on your state of legal residence, state income taxes will be withheld from your payment at the following rates, unless you choose one of the available options.

(Select ONE per payment type)

***District of Columbia residents:**
The default is "no withholding", however, withholding will apply and you cannot opt out if you are taking a lump sum of your entire account.

****Iowa residents:** If you do not make a state election and your payments are less than \$6,000 per payment, there will be no state withholding.

Arkansas	5%	Maryland	7.75%
Delaware	5%	Nebraska	5%
District of Columbia*	8.95%	North Carolina	4%
Iowa**	5%	Vermont	27% of federal withholding
Kansas	4.5%	Virginia	4%
Maine	5%		

If you would like state withholding from your distribution in an amount **GREATER THAN** the state prescribed rate, please check the appropriate box below and indicate your election.

- ☐ I choose the following percentage be withheld from the taxable portion of my payment: _____ %
(Note: Percentage cannot be less than the mandatory rate for your state.)
- ☐ My distribution is exempt.
(Note: Applicable in North Carolina or Kansas only.
See important information section for details.)

If you would like state withholding from your distribution in an amount **OTHER THAN** the state prescribed rate, please check the appropriate box to the right and indicate your election.

California	10% of federal withholding	Michigan	4.25%
Georgia	no withholding	Oklahoma	5%
Massachusetts	5.25%	Oregon	8%

- ☐ I choose the following percentage be withheld from the taxable portion of my payment: _____ %
- ☐ I choose NOT to have taxes withheld from my payment.
(For Massachusetts Only: You can elect no state withholding **only** if you have elected no federal withholding.)
- ☐ **For Massachusetts Only:** Instead of electing a fixed percentage, I choose:
(May select more than one option)
- ☐ Total number of withholding allowances _____
- ☐ Head of Household
- ☐ Withhold the following **ADDITIONAL** amount from each payment \$ _____

STEP THREE YOUR SIGNATURE



Your Signature _____

The form will become effective with your next available payment. You may revoke this election at any time by filing a new state income tax withholding election form with TIAA-CREF.

Today's Date / / 20



Special tax notice regarding plan payments

You are receiving this notice because all or a portion of a payment you are receiving from your employer's retirement plan (the "Plan") 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, and is provided by TIAA-CREF on behalf of your Plan administrator.

- Part I of 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).
- Part II of this notice describes the rollover rules that apply to payments from the Plan that are from a designated Roth account. Part II only applies to your distribution if the Plan has a designated Roth account. If your Plan has a designated Roth account, the Plan administrator or TIAA-CREF will tell you the amount that is being paid from each account.

Part I – Payments not from a designated Roth account

Your rollover options

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. 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
- 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

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
- 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 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 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

If your payments are rolled over 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. Effective January 1, 2010, eligible rollover distributions from an employer's plan paid directly to a non-spouse beneficiary are subject to a mandatory 20% withholding. 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 TIAA-CREF or the Plan administrator, or a professional tax advisor, before taking a payment from the Plan. You can contact TIAA-CREF at **800 842-2252** Monday to Friday from 8 a.m. to 10 p.m. or Saturday from 9 a.m. to 6 p.m. (ET). 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**, or by calling **1-800-TAX-FORM**.

Part II — Payments from a designated Roth account

Your rollover options

Part II of this notice applies if all or a portion of a payment you are receiving from the Plan is eligible to be rolled over to a Roth IRA or designated Roth account in an employer plan. This notice is intended to help you decide whether to do a rollover.

This notice describes the rollover rules that apply to payments from the Plan that are from a designated Roth account. If you also receive a payment from the Plan that is not from a designated Roth account, you should consult Part I of this notice for that payment. TIAA-CREF or the Plan administrator will tell you the amount that is being paid from each account.

Rules that apply to most payments from a designated Roth account 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?

After-tax contributions included in a payment from a designated Roth account are not taxed, but earnings might be taxed. The tax treatment of earnings included in the payment depends on whether the payment is a qualified distribution. If a payment is only part of your designated Roth account, the payment will include an allocable portion of the earnings in your designated Roth account.

If the payment from the Plan is not a qualified distribution and you do not do a rollover to a Roth IRA or a designated Roth account in an employer plan, you will be taxed on the earnings in the payment. If you are under age 59½, a 10% additional income tax on early distributions will also apply to the earnings (unless an exception applies). However, if you do a rollover, you will not have to pay taxes currently on the earnings and you will not have to pay taxes later on payments that are qualified distributions.

If the payment from the Plan is a qualified distribution, you will not be taxed on any part of the payment even if you do not do a rollover. If you do a rollover, you will not be taxed on the amount you roll over and any earnings on the amount you roll over will not be taxed if paid later in a qualified distribution.

A qualified distribution from a designated Roth account in the Plan is a payment made after you are age 59½ (or after your death or disability) and after you have had a designated Roth account in the Plan for at least 5 years. In applying the 5-year rule, you count from January 1 of the year your first contribution was made to the designated

Roth account. However, if you did a direct rollover to a designated Roth account in the Plan from a designated Roth account in another employer plan, your participation will count from January 1 of the year your first contribution was made to the designated Roth account in the Plan or, if earlier, to the designated Roth account in the other employer plan.

Where may I roll over the payment?

You may roll over the payment to either a Roth IRA (a Roth individual retirement account or Roth individual retirement annuity) or a designated Roth account in an employer plan (a tax-qualified plan or section 403(b) plan) that will accept the rollover. The rules of the Roth IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the Roth IRA or employer plan (for example, no spousal consent rules apply to Roth IRAs and Roth IRAs may not provide loans). Further, the amount rolled over will become subject to the tax rules that apply to the Roth IRA or the designated Roth account in the employer plan. In general, these tax rules are similar to those described elsewhere in Part II of this notice, but differences include:

- If you do a rollover to a Roth IRA, all of your Roth IRAs will be considered for purposes of determining whether you have satisfied the 5-year rule (counting from January 1 of the year for which your first contribution was made to any of your Roth IRAs).
- If you do a rollover to a Roth IRA, you will not be required to take a distribution from the Roth IRA during your lifetime and you must keep track of the aggregate amount of the after-tax contributions in all of your Roth IRAs (in order to determine your taxable income for later Roth IRA payments that are not qualified distributions).
- Eligible rollover distributions from a Roth IRA can only be rolled over to another Roth IRA.

How do I do a rollover?

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

If you do a direct rollover, the Plan will make the payment directly to your Roth IRA or designated Roth account in an employer plan. You should contact the Roth 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 within 60 days into a Roth IRA, whether the payment is a qualified or nonqualified distribution. In addition, you can do a rollover by making a deposit within 60 days into a designated Roth account in an employer plan if the payment is a nonqualified distribution and the rollover does not exceed the amount of the earnings in the payment. You cannot do a 60-day rollover to an employer plan of any part of a qualified

distribution. If you receive a distribution that is a nonqualified distribution and you do not roll over an amount at least equal to the earnings allocable to the distribution, you will be taxed on the amount of those earnings not rolled over, including the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

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 earnings in your designated Roth account.

If you do not do a direct rollover and the payment is not a qualified distribution, the Plan is required to withhold 20% of the earnings for federal income taxes (up to the amount of cash and property received). This means that, in order to roll over the entire payment in a 60-day rollover to a Roth IRA, you must use other funds to make up for the 20% withheld.

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
- 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

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 a payment is not a qualified distribution and you are under age 59½, you will have to pay the 10% additional income tax on early distributions with respect to the earnings allocated to the payment that you do not roll over (including amounts withheld for income tax), unless one of the exceptions listed below applies. This tax is in addition to the regular income tax on the earnings 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 made due to disability
- Payments after your death
- 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 a Roth IRA, will the 10% additional income tax apply to early distributions from the IRA?

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

- There is no special exception for payments after separation from service.
- 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 a Roth 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 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 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, if the distribution is a nonqualified distribution, the earnings in the loan offset 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 earnings in the loan offset to a Roth IRA or designated Roth account in an employer plan.

If you receive a nonqualified distribution and 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 is not a qualified distribution and that you do not roll over, special rules for calculating the amount of the tax on the earnings in the payment might apply to you. For more information, see IRS Publication 575, *Pension and Annuity Income*.

If you receive a nonqualified distribution, 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 nonqualified distributions 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 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, whether the payment is a qualified distribution generally depends on when the participant first made a contribution to the designated Roth account in the Plan. Also, 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 receive a nonqualified distribution and 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 a Roth IRA, you may treat the Roth IRA as your own or as an inherited Roth IRA.

A Roth IRA you treat as your own is treated like any other Roth IRA of yours, so that you will not have to receive any required minimum distributions during your lifetime and earnings paid to you in a nonqualified distribution before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies).

If you treat the Roth IRA as an inherited Roth IRA, payments from the Roth IRA will not be subject to the 10% additional income tax on early distributions. An inherited Roth IRA is subject to required minimum distributions. If the participant had started taking required minimum distributions from the Plan, you will have to receive required minimum distributions from the inherited Roth IRA. If the participant had not started taking required minimum distributions, you will not have to start receiving required minimum distributions from the inherited Roth 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 Roth IRA. Effective January 1, 2010, eligible rollover distributions from an employer's plan paid directly to a non-spouse beneficiary are subject to a mandatory 20% withholding. Payments from the inherited Roth IRA, even if made in a nonqualified distribution, will not be subject to the 10%

additional income tax on early distributions. You will have to receive required minimum distributions from the inherited Roth IRA.

Payments under a qualified domestic relations order. If you are the spouse or a 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 as described in this notice).

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 (only including payments from the designated Roth account in the Plan) are less than \$200, 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 can do a 60-day rollover.

Unless you elect otherwise, a mandatory cashout from the designated Roth account in the Plan of more than \$1,000 will be directly rolled over to a Roth 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 TIAA-CREF or the Plan administrator, or a professional tax advisor, before taking a payment from the Plan. You can contact TIAA-CREF at **800 842-2252** Monday to Friday from 8 a.m. to 10 p.m. or Saturday from 9 a.m. to 6 p.m. (ET). 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, or by calling **1-800-TAX-FORM**.