

Distribution — Recurring Payments

Use this form to set up automatic, recurring distributions from your 401(a), 401(k), 403(b) or 457(b) governmental employer plan. Fill in by hand using CAPITAL letters and black ink, or on screen (if PDF). If you need more room for information, use a copy of the relevant page.

Helpful To Know

- You can only take a distribution if you meet one of the criteria for eligibility (see Section 3).
- Workplace retirement plan distributions may have tax consequences. You may want to consult a tax or financial professional.
- Recurring payments that continue for 10 years or longer are not eligible for roll over to an IRA or to other retirement plans.
- To set up recurring distributions for more than one retirement plan, use a separate form for each plan.
- To get your plan number(s), call your plan sponsor (the employer that provides the plan) or go to mysavingsatwork.com.
- To validate your profile, go to netbenefits.com/profile. To change your address, call your plan sponsor or go to netbenefits.com/profile.
- For most other types of distributions (such as hardship or rollover) find the appropriate forms at fidelity.com/atwork.
- Non-resident aliens must provide IRS form W-8BEN and a U.S. taxpayer ID number to claim any tax treaty benefits.
- Before you submit this form, be sure to find out whether your plan requires plan sponsor approval of distribution requests. If your plan does, and there is no plan sponsor signature in Section 10, your request will be denied.

1. Account Owner / Participant

| | | | |
|------------------------------|---------------|---------------------------------------|---------------|
| Name | | Social Security or Taxpayer ID Number | |
| Date of Birth MM - DD - YYYY | Evening Phone | | Daytime Phone |
| E-mail | | | |

Not married Married *Your spouse may need to sign this form. Ask your plan sponsor or Fidelity.*

Address

If the address we have for you is correct, skip to Section 2.

Providing a new address may delay your check unless you get a signature guarantee (see Section 9).

| | | | |
|---------|----------------|-----------------|---------|
| Address | | | |
| City | State/Province | Zip/Postal Code | Country |

2. Plan Involved

To get your plan number, go to mysavingsatwork.com or call your plan sponsor.

| | |
|----------------------|-------------|
| Name of Plan Sponsor | Plan Number |
|----------------------|-------------|

3. Reason for Distribution

Required by federal tax law and your plan.

Check ONLY one. Contact your plan sponsor to confirm which reasons your plan accepts and whether you qualify.

Former Employees

Separation from service *You no longer work for the plan sponsor.*

Current Employees

Qualified by age *Age requirement varies by plan type. You must be at least 59½ (for 457(b), 70½).*

Other *Must be specified in your plan.*

Form continues on next page. ►►

4. Payment Calculation Method

Your available plan assets may be less than your plan value. Tax withholding may apply.

Choose one method, and provide any required information.

By Payment Amount

- Distribute proportionally from all available plan assets:

| |
|----------------|
| Payment Amount |
| \$ |

By Number of Payments

- Distribute the following number of payments proportionally from all available plan assets:

| |
|----------|
| Payments |
| |

5. Frequency of Payments

Check only one. Some plans may not allow all options. Contact Fidelity to confirm which options are available to you.

- Once a year Once a month
 Every 3 months Twice a month

| |
|--------------------------------------|
| Date of FIRST Payment MM - DD - YYYY |
| |

Payments will continue until available plan assets are depleted or you tell us in writing to stop them.

6. Tax Withholding

If you are a U.S. person and your recurring payments will continue for 10 years or longer, we will withhold federal taxes based on your marital status and the number of exemptions you indicate below. If you do not indicate a marital status, and none is on file with Fidelity, we will withhold at the rate for a married person with 3 exemptions.

If you are a U.S. person and your recurring payments will be completed within 10 years, we will withhold federal taxes at the rate of 20%, unless you indicate a higher withholding rate below.

For non-resident aliens, the minimum federal mandatory withholding rate of 30% will apply, unless the prevailing tax treaty rate applies because you have a valid IRS Form W-8BEN on file with Fidelity.

Each state sets its own withholding rates and requirements on taxable distributions. We apply these rates unless you, or state law, direct otherwise.

If you are under age 59½, a 10% early distribution tax penalty may apply.

For residents of **NY, NM, NJ, ND, PA** and **RI** you must provide a dollar amount for state withholding if you would like it withheld (\$10 minimum), otherwise no amount will be withheld.

Note that the amount of tax withheld will be calculated on, and subtracted from, the amount of your distribution. Amounts withheld may be less or more than what you actually owe in taxes. The withholding instructions you provide here will remain in effect for this account until you give us new instructions.

Account's legal/ residential address determines which state's tax rules apply.

Federal Withholding — Payments to Continue for 10 Years or Longer

- Do NOT withhold federal taxes
- Withhold federal taxes based on marital status and number of exemptions *Note that if there is federal withholding, certain states require that there also be state withholding.*

- Add an additional dollar amount of:

| |
|-----------------------|
| Amount (\$10 minimum) |
| \$ |

This dollar amount will be withheld in addition to any amount calculated based on your marital status and number of exemptions.

Marital status

- Single Married

Number of exemptions

| |
|------------|
| Exemptions |
| |

Provide number (typically you plus the number of your dependants, but can be any number).

Federal Withholding — Payments to Continue for Less Than 10 Years

- Withhold federal taxes at the minimum rate of 20%
- Withhold federal taxes at the rate of:

| |
|------------|
| Percentage |
| .0% |

Must be greater than 20%. Note that if there is federal withholding, certain states require that there also be state withholding.

State Withholding

- Withhold state taxes at the applicable rate
- In addition to the applicable rate, withhold a dollar amount of:

| |
|-------------------------|
| Withhold (\$10 minimum) |
| \$ |

- Residents of **NY, NM, NJ, ND, PA** and **RI** ONLY. Withhold state taxes in the amount of:

| |
|-------------------------|
| Withhold (\$10 minimum) |
| \$ |

- Do NOT withhold state taxes unless required by law

Form continues on next page. ►►

7. Delivery Method

Choose **ONLY** one delivery method and provide any required information.

Transaction timings start from when your distribution request is approved, and are estimates, not guarantees.

Ask your bank for the routing number. ▶

Your name must be exactly the same on your plan and this account.

Electronic Funds Transfer (EFT)

- EFT is already set up on account. Allow 3 business days. Skip to Section 8.
- Set up EFT to bank or credit union account: Allow 13-16 business days (includes verification, set-up and transaction processing).
- Checking ▶ Provide account information or attach voided check.
- Savings ▶ Provide account information or attach deposit slip.

| | |
|--|--|
| Bank Routing Number <small>Nine digits, starts 0, 1, 2, 3, or 4.</small> | Bank Name |
| | |
| Checking or Savings Account Number | Checking or Savings Account Owner Name |
| | |

Check

- Check sent to mailing address ▶ Default if no choice indicated. Allow 7 business days.

Deposit Allow 3 business days.

- Deposit into Fidelity non-retirement account:

| |
|----------------|
| Account Number |
| |

8. Spouse's Consent Complete if you are married and if required by your plan.

The spouse's signature **MUST** either be notarized or be witnessed by a plan representative. A signature guarantee is **NOT** a notary seal. By signing below, you:

- Voluntarily consent to the distribution(s) indicated on this form, knowing that your spouse's request is not valid without your consent.
- Acknowledge that you may be giving up your right to receive assets that would otherwise go to you upon your spouse's death.
- Acknowledge that your spouse's waiver of a qualified joint and survivor annuity, if applicable, is not valid without your consent.
- Agree that if the distribution described in this form is not processed within 180 days of the date you sign this form, your consent expires.
- Acknowledge that you cannot take back your consent unless your spouse allows you to, and files a new form with Fidelity.

| | |
|-------------------|------------------------------------|
| Print Spouse Name | |
| | |
| Spouse Signature | Date <small>MM - DD - YYYY</small> |
| SIGN ▶ | ▶ |

Notarization or Plan Representative Witness

(Notary only.) State of _____, in the County of _____, subscribed and sworn to before me by the above-named individual who is personally known to me or who has produced _____ as identification, that the foregoing statements were true and accurate and made of his/her own free act and deed, on ____/____/____.

| | |
|---|--------------------------------|
| Print Notary / Plan Representative Name | |
| | |
| Notary / Plan Representative Signature | Date <small>MM DD YYYY</small> |
| SIGN ▶ | ▶ |

▼ NOTARY SEAL / STAMP ▼

(Notary only.) My commission expires ____/____/____.

Form continues on next page. ▶▶

9. Signature and Date *Account owner/participant must sign and date.*

By signing below, you:

- Authorize Fidelity to act on all instructions given on this form.
- Accept all terms and conditions described in this form.
- Certify that all information you provided is correct to the best of your knowledge.
- Acknowledge that you have received the Special Tax Notice and, if applicable, the Forms of Benefit Notice and the Notice of the Waiver of the Qualified Joint and Survivor Annuity.

| | |
|------------------------|-----------------|
| Print Participant Name | |
| Participant Signature | Date MM DD YYYY |
| SIGN ▶ | ▶ |

If the retirement plan requires a signature from the plan sponsor in Section 10, you do not need a signature guarantee. If the retirement plan does NOT require a plan sponsor signature, you will need a signature guarantee if either of two cases applies:

- Your distribution is more than \$10,000, it is not being sent using EFT already set up on your account, you are providing a new address, AND it's important that your transaction not be delayed by 10 days.
- Your distribution is more than \$100,000.

Signature Guarantee

You can get a signature guarantee from most banks, credit unions, and other financial institutions. A Medallion signature guarantee must guarantee at least the amount of your loan. A notary seal/stamp is NOT a signature guarantee.

| | | |
|---|-----------|---|
| ▼ SIGNATURE GUARANTEE ▼ | | <input type="checkbox"/> NOT a Medallion signature guarantee <i>Complete if applicable.</i> |
| Financial Institution Representative Name | | |
| Phone | Extension | |
| | | |
| Medallion Level <i>Fidelity Use Only</i> | | |

10. Plan Sponsor Approval

Consult your plan sponsor or Fidelity to determine whether plan sponsor approval is required. You may need plan sponsor approval even if you no longer work for the sponsor.

| | | |
|---|---|-------------------------|
| Participant's Date of Hire MM - DD - YYYY | Separation Date <i>If applicable</i> MM - DD - YYYY | Employer-Source Vesting |
| | | % |

By signing below, you:

- Acknowledge that the distribution as requested on this form is permitted by the employer's plan.
- Certify that you are on record with Fidelity as being authorized to sign on behalf of the plan sponsor.

| | |
|--------------------------------|-----------------|
| Print Plan Representative Name | |
| Plan Representative Signature | Date MM DD YYYY |
| SIGN ▶ | ▶ |

Did you print and sign the form, and attach any necessary documents? Did ALL required individuals sign? Send the ENTIRE form and any necessary documents to Fidelity.

Questions? Go to fidelity.com/atwork or call 1-800-343-0860 (TTY, 1-800-259-9743), business days (except NYSE holidays) from 8 AM to midnight (ET).

Unless otherwise directed, deliver to:

Regular mail

Fidelity Investments
PO Box 770002
Cincinnati, OH 45277-0090

Overnight mail

Fidelity Investments
100 Crosby Parkway KC1E
Covington, KY 41015

Fax 1-877-330-2476 (ONLY if your request doesn't require a signature guarantee)

*On this form, "Fidelity" means Fidelity Investments Institutional Operations Company, Inc.
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