



Beneficiary Account Kit

*ROTH IRA
Spouse Beneficiary*



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Dear IRA Account Beneficiary,

Mainstar Trust understands that this time may be difficult and confusing. To assist you, we have compiled this Beneficiary Account Kit. While the kit may not cover all situations or circumstances, it provides basic information for you regarding your beneficiary options.

The beneficiary election options are listed on the Designated Beneficiary Election form, included in this kit. Please review these options and determine the best one for you. You may want to consult a tax advisor before making your election.

A beneficiary has until December 31st of the year following the year of the death of the accountholder to choose an option. To ensure your election is recorded by the deadline, please complete the Designated Beneficiary Election form and return it and the applicable documents detailed on the Next Steps pages included in this kit.

The beneficiary options are divided by deaths prior to January 1, 2020 and on or after January 1, 2020. This distinction is due to beneficiary option changes from the SECURE Act passed in December 2019.

If you have any questions, please contact us at (800) 521-9897 and one of our Customer Service Representatives will be happy to assist you.

Sincerely,

Mainstar Trust

Please note: Mainstar Trust's role as custodian of self-directed accounts is nondiscretionary and/or administrative in nature. The Accountholder or his/her authorized representative must direct all investment transactions and choose the investment(s) for the account. Mainstar Trust has no responsibility or involvement in selecting or evaluating any investment. Nothing contained herein shall be construed as investment, legal, tax or financial advice or as a guarantee, endorsement, or certification of any investments.

Next Steps.....ROTH Spouse Beneficiary

Once your Designated Beneficiary Election form is completed, it is time to gather the necessary documents. Match your beneficiary election to the corresponding section below to review the specific next steps. Please note: the Designated Beneficiary Election form is not required if Lump Sum Distribution or Transfer to Another Custodian are chosen. Please review and submit all documents/forms to Mainstar Trust (Mainstar) at the address listed below:

ORIGINAL ACCOUNTHOLDER DEATH PRIOR TO JANUARY 1, 2020:

➤ **PAYMENTS OVER 5 YEARS:**

- Provide an Original Death Certificate (this will be returned)
- If you do not already have an account with Mainstar
 - Establish an account using the ROTH IRA Simplifier
- Complete the Designated Beneficiary Election Form
- Provide written direction on how the original owners account should be transferred to your newly established/existing account

➤ **LIFE EXPECTANCY PAYMENTS:**

- Provide an Original Death Certificate (this will be returned)
- If you do not already have an account with Mainstar
 - Establish an account using the ROTH IRA Simplifier
- Complete the Designated Beneficiary Election Form
- Provide written direction on how the original owners account should be transferred to your newly established/existing account

➤ **TREAT ACCOUNT AS YOUR OWN:**

- Provide an Original Death Certificate (this will be returned)
- If you do not already have an account with Mainstar
 - Establish an account using the ROTH IRA Simplifier
- Complete the Designated Beneficiary Election Form
- Provide written direction on how the original owners account should be transferred to your newly established/existing account

➤ **LUMP SUM DISTRIBUTION:**

- Provide an Original Death Certificate (this will be returned)
- Provide a Mainstar withdrawal request form, which includes how the assets should be distributed.
 - If the assets are to be liquidated a Mainstar sale authorization will also need to be submitted
- Provide a W-9 for the beneficiary

➤ **TRANSFER TO ANOTHER CUSTODIAN:**

- Provide an Original Death Certificate (this will be returned)
- Transfer/Acceptance paperwork from the new custodian
 - *must be signed by beneficiary and new custodian*
- Provide a W-9 for the beneficiary

****Submit Completed Documents to: Mainstar Trust, Attn: Death Claims,
214 West 9th Street, Onaga, KS 66521****

Next Steps Continued..... ROTH Spouse Beneficiary

ORIGINAL ACCOUNTHOLDER DEATH AFTER JANUARY 1, 2020:

➤ **PAYMENTS OVER 10 YEARS:**

- Provide an Original Death Certificate (this will be returned)
- If you do not already have an account with Mainstar
 - Establish an account using the ROTH IRA Simplifier
- Complete Designated Beneficiary Election Form
- Provide written direction on how the original owners account should be transferred to your newly established/existing account

➤ **LIFE EXPECTANCY PAYMENTS:**

- Provide an Original Death Certificate (this will be returned)
- If you do not already have an account with Mainstar
 - Establish an account using the ROTH IRA Simplifier
- Complete Designated Beneficiary Election Form
- Provide written direction on how the original owners account should be transferred to your newly established/existing account

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 - *must be signed by beneficiary and new custodian*
- Provide a W-9 for the beneficiary

****Submit Completed Documents to: Mainstar Trust, Attn: Death Claims,
214 West 9th Street, Onaga, KS 66521****

Additional Information and Definitions :

For Additional Guidance. Before completing any documents, it is in your best interest to consult a tax or legal professional. Mainstar Trust cannot provide advice or guidance on which option to choose.

Multiple Beneficiaries. If you are one of multiple beneficiaries, you may find that other beneficiaries and/or timing of the IRA owner's death may restrict spousal, non-spousal, non-person methods of distribution. Included in this Kit is a list of all election options based on the type of beneficiary you are.

Designated Beneficiaries. A designated beneficiary is an individual, trust, estate or charity, who has a remaining interest in the IRA on the determination date. An individual who was named as a beneficiary by the IRA owner and has a right to all or a portion of the IRA assets is not necessarily a designated beneficiary under the law. A named beneficiary who distributes his or her entire interest in the IRA or disclaims his or her interest before the determination date will be eliminated from the designated beneficiary determination.

A beneficiary who dies before the determination date will still be considered for designated beneficiary status.

A designated beneficiary sets the life expectancy period for distributions after an IRA owner's death. When there are multiple designated beneficiaries, the age of the oldest beneficiary on the determination date is used for calculating required minimum distributions for all beneficiaries, unless separate accounting applies in accordance with Treasury Regulation 1.401(a)(9)-8.

Determination Date. The determination date is September 30 of the year following the IRA owner's death.

Required Beginning Date (RBD).

- **Death prior to 01/01/2020:** The RBD is April 1 of the year following the year in which an IRA owner attains age 70 ½.
- **Death on or after 01/01/2020:** The RBD is April 1 of the year following the year in which an IRA owner attains age 72.

Spouse as Sole Designated Beneficiary

- **IRA owner dies prior to 01/01/2020.** Special rules apply to a surviving spouse who is the only beneficiary on the determination date. If the IRA owner died before his or her RBD, such spouse can postpone receipt of the required distribution until the year the deceased IRA owner would have reached age 70 ½. Such spouse can also elect to treat the IRA as his or her own IRA and if the surviving spouse is under age 70 ½, not be required to distribute until he or she attains age 70 ½.
- **IRA owner dies on or after 01/01/2020.** Special rules apply to a surviving spouse who is the only beneficiary on the determination date. If the IRA owner died before his or her RBD, such spouse can postpone receipt of the required distribution until the year the deceased IRA owner would have reached age 72. Such spouse can also elect to treat the IRA as his or her own IRA and if the surviving spouse is under age 72, not be required to distribute until he or she attains age

Single Life Expectancy. Single life expectancy is the number of years an individual is expected to live based on various statistical and actuarial variables. The IRS provides a single life expectancy table in its regulations and in the IRS Publication 590b. A factor from the single life expectancy table will be divided into an IRA beneficiary's shares of an IRA's previous year-end balance to calculate a required minimum distribution for the year for that beneficiary.

There are two ways to determine the appropriate single life expectancy factor each year a distribution to a beneficiary is required – the attained age method (recalculation) and the reduction method (non-recalculation).

Additional Information and Definitions:

Five-Year Rule. The five-year rule requires the beneficiary's interest in the IRA to be fully distributed by the end of the fifth year following the IRA owner's death. Mainstar Trust does not keep track of this date; it is up to the Inherited IRA owner.

Spouse Beneficiary Rollovers. Any spouse beneficiary can take a distribution of his or her share of a deceased spouse's IRA and roll it over to his or her own IRA. You must elect whether to have federal income tax withheld from your IRA distribution. You can make this election on the substitute W-4P or you can attach an actual IRS Form W-4P. Unless elected otherwise, IRA distributions will have federal income tax withheld at a flat rate of 10 percent. You may use this form to elect to have no income tax withheld (except for payments to US citizens delivered outside the US or its possessions), or to have 10 percent or more withheld. Check the box reflecting your choice. Your election will apply to any later distributions from the same IRA. You may revoke your previous election from withholding by completing a new W-4P form with the custodian. The payer will not send copies of Form W-4P to the IRS.

Required Minimum Distributions. If you are a non-spouse beneficiary and are required to take an annual payment from your inherited account, Mainstar Trust does not calculate those for you, you will need to contact a tax or legal professional to assist with this calculation.

Disclaiming. If multiple beneficiaries exist and one beneficiary disclaims his or her interest, the remaining beneficiaries receive his or her portion. The beneficiary that disclaims cannot instruct us as to where his or her portion goes. If a beneficiary disclaims their interest, this is an irrevocable election, must be completed in writing, and must be done within nine months of the date of death. We would suggest before any beneficiary proceeds with this option, they contact their legal counsel.

Eligible vs. Non-Eligible Beneficiaries.

➤ **Death on or after 01/01/2020.** Eligible designated beneficiaries include: Spouse, Minor Child of the original IRA owner, disabled individual, chronically ill individual, or an individual who is not more than 10 years younger than the IRA owner. All other beneficiaries are considered Non-Eligible designated beneficiaries.

Ten-Year Rule. The ten-year rule requires the beneficiary's interest in the IRA to be fully distributed by the end of the tenth year following the IRA owner's death. Mainstar Trust does not keep track of this date; it is up to the Inherited IRA owner.

ORIGINAL IRA OWNER INFORMATION

Original Owner Name:		Account Number:	
Address:		Social Security Number:	
		Date of Birth:	
		Date of Death:	

BENEFICIARY INFORMATION

Beneficiary Name:		Social Security Number:	
Address:		Date of Birth:	
		Phone Number:	
		Relationship to Original IRA Owner:	

BENEFICIARY ELECTION – DEATH PRIOR TO 1/1/2020

Defaults to Life Expectancy Payments if no option is selected on multiple elections.

*Original IRA Owner Died **Before** April 1 (RBD) of the Year Following the Owner becoming 70 ½*
Applicable to Traditional & Roth IRA.

NON-SPOUSE

- ☐ Payments Over 5 Years
☐ Life Expectancy Payments

SPOUSE

- ☐ Payments Over 5 Years
☐ Life Expectancy Payments
☐ Treat as My Own

NON-INDIVIDUAL

- ☐ Payments Over 5 Years

*Original IRA Owner Died **After** April 1 of the Year Following the Owner becoming 70 ½*
Applicable to Traditional IRA only.

NON-SPOUSE

- ☐ Life Expectancy Payments

SPOUSE

- ☐ Life Expectancy Payments
☐ Treat as My Own

NON-INDIVIDUAL

- ☐ Life Expectancy Payments

BENEFICIARY ELECTION – DEATH ON OR AFTER 1/1/2020

Defaults to Life Expectancy Payments if no option is selected on multiple elections.

*Original IRA Owner Died **Before or After** April 1 (RBD) of the Year Following the Owner becoming 72, does not apply for spouse, eligible/non-eligible options.*
Applicable to Traditional & Roth IRA.

OPTIONS FOR ALL ELIGIBLE

- ☐ Payments Over 10 Years
☐ Life Expectancy Payments

Eligible designated beneficiary includes spouse, minor child of the IRA owner, disabled individual, chronically ill individual, or an individual who is not more than 10 years younger than the IRA owner.

OPTIONS FOR SPOUSE ONLY

- ☐ Payments Over 10 Years
☐ Life Expectancy Payments
☐ Treat as My Own

NON-ELIGIBLE DESIGNATED BENEFICIARY

- ☐ Close account by the end of 10th year

NON-INDIVIDUAL DESIGNATED BENEFICIARY

- ☐ Traditional IRA before RBD and Roth: Payments over 5 Years
☐ Traditional IRA after RBD: Life Expectancy Payments

AUTHORIZED SIGNATURE

Beneficiary Signature

Date

PART 1. ROTH IRA OWNER

Name (First/MI/Last) _____

Address Line 1 _____

Address Line 2 _____

City/State/ZIP _____

Email Address _____

Social Security Number _____

Date of Birth _____

Home Phone Number _____

Daytime Phone Number _____

Fax Number _____

PART 2. ROTH IRA CUSTODIAN

Name **Mainstar Trust**

Address Line 1 **214 W 9th St**

Address Line 2 **PO Box 420**

City/State/ZIP **Onaga, KS 66521-0420**

Phone **785-889-4213**

Roth IRA Account Number _____
(For Internal Use Only)

PART 3. CONTRIBUTION INFORMATION

Contribution Amount _____ Contribution Date _____

CONTRIBUTION TYPE (Select one)

- ☐ **Regular** (Includes catch-up contributions)
Contribution for Tax Year **20**
- ☐ **Rollover** (Distribution from a Roth IRA or eligible employer-sponsored retirement plan that is being deposited into this Roth IRA)
- ☐ **Transfer** (Direct movement of assets from a Roth IRA into this Roth IRA)
- ☐ **Recharacterization** (A nontaxable movement of a Traditional IRA contribution into this Roth IRA)
- ☐ **Conversion** (A taxable movement from a Traditional IRA or SIMPLE IRA into this Roth IRA)

PART 4. STATEMENT OPTION

- ☐ Quarterly Electronic Statement Only (must provide email address above) ☐ Annual Paper Statement
- ☐ Quarterly Paper Statement ☐ Monthly Paper Statement

If no box is marked, your statements will be electronic until you give further direction to the Custodian. Additional fees will be assessed for paper statements. Please refer to the Fee Disclosure for a list of all applicable fees. Accountholders selecting electronic statements will not receive paper transaction advices.

PART 5. INVOICE OPTION

- ☐ Charge Account (Default) ☐ Bill me

If no box is marked, your account will be charged.

REQUIRED

One time setup fee and annual account fee to be included with Simplifier.

Make check payable to Mainstar Trust.

Name of Roth IRA Owner _____, Account Number _____

PART 6. BENEFICIARY DESIGNATION

I designate that upon my death, the assets in this account be paid to the beneficiaries named below. The interest of any beneficiary who predeceases me terminates completely, and the percentage share of any remaining beneficiaries will be increased on a pro rata basis. If you indicate a Per Stirpes beneficiary designation for one of your primary beneficiaries, Mainstar Trust will rely on instruction from the executor of your estate regarding the identity of the heirs per stirpes. If no beneficiaries are named, my estate will be my beneficiary. *(The total percentage designated must equal 100%. If no distribution percentages are indicated, the beneficiaries will be deemed to share equally.)*

☐ I elect not to designate beneficiaries at this time and understand that I may designate beneficiaries at a later date.

PRIMARY BENEFICIARIES

Name _____

Name _____

Address _____

Address _____

City/State/ZIP _____

City/State/ZIP _____

Date of Birth _____ Relationship _____

Date of Birth _____ Relationship _____

Tax ID (SSN/TIN) _____ Percent Designated _____

Tax ID (SSN/TIN) _____ Percent Designated _____

CONTINGENT BENEFICIARIES *(Optional) (The balance in the account will be payable to these beneficiaries if all primary beneficiaries have predeceased the Roth IRA owner.)*

Name _____

Name _____

Address _____

Address _____

City/State/ZIP _____

City/State/ZIP _____

Date of Birth _____ Relationship _____

Date of Birth _____ Relationship _____

Tax ID (SSN/TIN) _____ Percent Designated _____

Tax ID (SSN/TIN) _____ Percent Designated _____

☐ Check here if additional beneficiaries are listed on an attached addendum. Total number of addenda attached _____

PART 7. DESIGNATION OF REPRESENTATIVE (Optional)

YOUR REPRESENTATIVE

Name _____

Address _____

City/State/ZIP _____

Phone Number _____ Fax Number _____

Email Address _____

BROKER DEALER or RIA AFFILIATION (if any)

Name _____

If my Representative is affiliated with a BD or RIA firm and to assist the BD or RIA firm with its supervisory responsibilities, the Custodian may make available to or furnish my account information to my Representative's respective BD or RIA as set forth above.

If my Representative changes firms, BD, or RIA affiliations, my Representative will continue to have the same authority on my account. It is my Representative's responsibility to notify both the Custodian and me of any change in my Representative's firm, BD, or RIA affiliation. My Representative also must notify the asset companies and the Custodian of and complete the necessary BD or RIA documents to change his/her firm, BD, or RIA affiliation.

Your Representative (and his/her BD or RIA firm) will be allowed access to online account statements and other account information. The Custodian may furnish account information to your representative (and his/her BD or RIA firm) electronically via a delivery method of the Custodian's choice in its sole discretion.

If you wish to grant additional trading authority you must check the box below.

☐ My Representative is authorized to buy, sell, deliver and/or settle trades of any assets in accordance with the terms and conditions of the Custodian upon the written direction of my Representative. The Custodian has the right to rely on any representations and/or warranties made by my Representative in connection with a sale or purchase on behalf of my account, including but not limited to, representations with regard to prohibited transactions and suitability requirements.

I agree to accept the designation of "Representative" for this account and all the duties and responsibilities with that designation. I have access to the Roth Individual Retirement Account Application, Plan Agreement, Financial Disclosure, Privacy Notice, Summary of Accountholder Responsibilities, and Fee Disclosure. I agree to be bound by the terms of these documents. I understand that if I change firms, BD, or RIA affiliations, it is my responsibility to notify the Custodian and the asset companies and to complete the necessary documentation to change my affiliation. I understand that I will not receive activity, cash, statements or transaction reports via hard copy/paper. Electronic access will be denied the email address is incorrect or invalid.

X

Authorized Representative Signature

Date (mm/dd/yyyy)

Name of Roth IRA Owner _____, Account Number _____

PART 8. SPOUSAL CONSENT

CURRENT MARITAL STATUS

- ☐ **I Am Not Married** – I understand that if I become married in the future, I should complete a new Roth IRA Designation of Beneficiary form.
- ☐ **I Am Married** – I understand that if I choose to designate a primary beneficiary other than my spouse, my spouse must sign below.

The following Consent of Spouse must be completed if you are married and do not name your spouse as the sole primary beneficiary. This applies to residents of all states, not just the community or marital property states. Due to the important tax consequences of giving up one's property interest, individuals signing this section should consult with a competent tax or legal advisor.

CONSENT OF SPOUSE

I am the spouse of the above-named Roth IRA owner. I acknowledge that I have received a fair and reasonable disclosure of my spouse's property and financial obligations. Due to the important tax consequences of giving up my interest in this Roth IRA, I have been advised to see a tax professional.

I hereby give the Roth IRA owner any interest I have in the funds or property deposited in this Roth IRA, now or hereafter, and consent to the beneficiary designation(s) indicated above. I assume full responsibility for any adverse consequences that may result. No tax or legal advice was given to me by the Custodian.

X

Signature of Spouse

Date (mm/dd/yyyy)

PART 9. SIGNATURES

Important: Please read before signing.

I understand the eligibility requirements for the type of Roth IRA contribution I am making and I state that I do qualify to make the contribution. I have received a copy of the Roth Individual Retirement Account Application, the 5305-RA Individual Retirement Custodial Account Plan Agreement, the Financial Disclosure, the Disclosure Statement, the Privacy Notice, the Summary of Accountholder Responsibilities, and the Fee Disclosure ("Documents"). I have read and understand that the terms and conditions of this Roth IRA account are held within these Documents. By signing below, I agree to be bound by the terms and conditions of these Documents. Within seven (7) days from the date I open this Roth IRA I may revoke it without penalty by mailing or delivering a written notice to the Custodian.

I assume complete responsibility for

- determining that I am eligible for a Roth IRA each year I make a contribution;
- insuring that all contributions I make are within the limits set forth by the tax laws; and
- the tax consequences of any contribution (including rollover contributions) and distributions.

I recognize that the products purchased and/or held within this account are

- not insured by the FDIC;
- not a deposit or other obligation of, or guaranteed by, Mainstar Trust;
- subject to investment risks, including possible loss of the principal amount invested.

This Agreement and the exhibits and disclosures referenced herein contains the entire agreement of the parties with respect to the subject matter of this Agreement, and supersedes all prior negotiations, agreements and understandings between the parties, whether written or oral, with respect thereto. I hereby acknowledge and agree that I have not relied on any representation, assertion, guarantee, warranty, other contract or other assurance, except as set forth herein, made by or on behalf of any other party or any other person or entity whatsoever, prior to the execution of this Agreement. This Agreement may only be amended by a written document duly executed by all parties.

X

Roth IRA Owner

Date (mm/dd/yyyy)

X

Authorized Signature of Custodian

Date (mm/dd/yyyy)

ROTH INDIVIDUAL RETIREMENT CUSTODIAL ACCOUNT AGREEMENT

Form 5305-RA under section 408A of the Internal Revenue Code.

FORM (Rev. April 2017)

The depositor named on the application is establishing a Roth individual retirement account (Roth IRA) under section 408A to provide for his or her retirement and for the support of his or her beneficiaries after death.

The custodian named on the application has given the depositor the disclosure statement required by Regulations section 1.408-6.

The depositor has assigned the custodial account the sum indicated on the application.

The depositor and the custodian make the following agreement:

ARTICLE I

Except in the case of a qualified rollover contribution described in section 408A(e) or a recharacterized contribution described in section 408A(d)(6), the custodian will accept only cash contributions up to \$5,500 per year for 2013 through 2017. For individuals who have reached the age of 50 by the end of the year, the contribution limit is increased to \$6,500 per year for tax years 2013 through 2017. For years after 2017, these limits will be increased to reflect a cost-of-living adjustment, if any.

ARTICLE II

1. The annual contribution limit described in Article I is gradually reduced to \$0 for higher income levels. For a depositor who is single or treated as a single, the annual contribution is phased out between adjusted gross income (AGI) of \$118,000 and \$133,000; for a married depositor filing jointly, between AGI of \$186,000 and \$196,000; and for a married depositor filing separately, between AGI of \$0 and \$10,000. These phase-out ranges are for 2017. For years after 2017, the phase-out ranges, except for the \$0 to \$10,000 range, will be increased to reflect a cost-of-living adjustment, if any. Adjusted gross income is defined in section 408A(c)(3).
2. In the case of a joint return, the AGI limits in the preceding paragraph apply to the combined AGI of the depositor and his or her spouse.

ARTICLE III

The depositor's interest in the balance in the custodial account is nonforfeitable.

ARTICLE IV

1. No part of the custodial account funds may be invested in life insurance contracts, nor may the assets of the custodial account be commingled with other property except in a common trust fund or common investment fund (within the meaning of section 408(a)(5)).
2. No part of the custodial account funds may be invested in collectibles (within the meaning of section 408(m)) except as otherwise permitted by section 408(m)(3), which provides an exception for certain gold, silver, and platinum coins, coins issued under the laws of any state, and certain bullion.

ARTICLE V

1. If the depositor dies before his or her entire interest is distributed to him or her and the depositor's surviving spouse is not the designated beneficiary, the remaining interest will be distributed in accordance with paragraph (a) below or, if elected or there is no designated beneficiary, in accordance with paragraph (b) below:
 - (a) The remaining interest will be distributed, starting by the end of the calendar year following the year of the depositor's death, over the designated beneficiary's remaining life expectancy as determined in the year following the death of the depositor.
 - (b) The remaining interest will be distributed by the end of the calendar year containing the fifth anniversary of the depositor's death.

2. The minimum amount that must be distributed each year under paragraph 1(a) above is the account value at the close of business on December 31 of the preceding year divided by the life expectancy (in the single life table in Regulations section 1.401(a)(9)-9) of the designated beneficiary using the attained age of the beneficiary in the year following the year of the depositor's death and subtracting one from the divisor for each subsequent year.
3. If the depositor's surviving spouse is the designated beneficiary, such spouse will then be treated as the depositor.

ARTICLE VI

1. The depositor agrees to provide the custodian with all information necessary to prepare any reports required by sections 408(i) and 408A(d)(3)(E), Regulations sections 1.408-5 and 1.408-6, or other guidance published by the Internal Revenue Service (IRS).
2. The custodian agrees to submit to the IRS and depositor the reports prescribed by the IRS.

ARTICLE VII

Notwithstanding any other articles which may be added or incorporated, the provisions of Articles I through IV and this sentence will be controlling. Any additional articles inconsistent with section 408A, the related regulations, and other published guidance will be invalid.

ARTICLE VIII

This agreement will be amended as necessary to comply with the provisions of the Code, the related Regulations, and other published guidance. Other amendments may be made with the consent of the persons whose signatures appear on the application.

ARTICLE IX

- 9.01 **Definitions** – In this part of this agreement (Article IX), the words “you” and “your” mean the depositor, the words “we,” “us,” and “our” mean the custodian, the word “Code” or “IRC” means the Internal Revenue Code, “regulations” means the Treasury regulations and the word “Account Representative” or “Representative” means any individual you have delegated his or her investment responsibilities to under Section 9.06.
- 9.02 **Notices and Change of Address** – Any required notice regarding this Roth IRA will be considered effective when we send it to the intended recipient at the last address that we have in our records. Any notice to be given to us will be considered effective when we actually receive it. You, or the intended recipient, must notify us of any change of address.
- 9.03 **Representations and Responsibilities** – You represent and warrant to us that any information you have given or will give us with respect to this Agreement is complete and accurate. Further, you agree that any directions you or your Account Representative give us, or action you or your Account Representative take will be proper under this Agreement and that we are entitled to rely upon any such information or directions. You acknowledge that we are under no obligation to determine what actions or documentation may be necessary or appropriate with respect to any transaction requested by you or your Account Representative, and that we need only obtain those documents specified by you or your Account Representative in any authorization (i.e. purchase or sale authorization). We will have no duty to confirm or ascertain that any such document or instrument obtained in connection with any transaction is genuine or authentic, or that it has been properly or correctly executed or entered into by any purported party thereto.

Upon receipt of any report or statement, you must inform us in writing if you believe any information on the report/statement is incorrect within 30 days after the report/statement is sent. If you do not so inform us, then we shall be relieved from all liability regarding the status of your account as stated in the report/statement.

We shall not be responsible for losses of any kind that may result from your directions to us or your actions or failures to act and you agree to reimburse us for any loss we may incur as a result of such directions, actions or failures to act. We shall not be responsible for any penalties, taxes, judgments, damages or expenses you incur in connection with your Roth IRA. We have no duty to determine whether your contributions or distributions comply with the Code, Regulations, rulings or this Agreement. The Custodian agrees to submit reports to the Internal Revenue Service and the Depositor prescribed by the Internal Revenue Service. You agree to prepare and provide to us Form 990-T, if required. We are responsible for filing Form 990-T with the IRS once you have provided it to us.

9.04 Disclosure of Account Information – We may use agents and/or subcontractors to assist in administering your Roth IRA. We may release nonpublic personal information regarding your Roth IRA to such providers as necessary to provide the products and services made available under this agreement, and to evaluate our business operations and analyze potential product, service, or process improvements.

9.05 Service Fees – We have the right to charge an annual service fee or other designated fees (e.g. a transfer, rollover or termination fee, etc.) for maintaining your Roth IRA. We may also charge additional fees for complex transactions requiring extraordinary time and attention from our staff. In addition, we have the right to be reimbursed for all reasonable expenses, including various transaction and legal expenses, we incur in connection with the administration of your Roth IRA. We may charge you separately for any fees or expenses, or we may deduct the amount of the fees or expenses from the assets in your Roth IRA at our discretion. We reserve the right to charge any additional fee upon 30 days notice to you that the fee will be effective. Any brokerage commissions attributable to the assets in your Roth IRA will be charged to your Roth IRA. You cannot reimburse your Roth IRA for these commissions or any Service Fees paid from your Roth IRA.

Fees are billed quarterly and will be automatically deducted from available cash or Custodian may charge to your credit card (Visa or MasterCard), if authorized. Rejected credit card charges are subject to a \$25 reprocessing fee. If payment is not received within thirty (30) days from the due date reflected on your invoice, a \$15 Late Fee will be assessed to your account and a Past Due Notice will be mailed. Should fees not be collected we have the option to cease performing any functions, including, but not limited to, processing investment transactions until such time as all fees charged against the account are fully paid. Additionally we may liquidate assets from the account, without notice, for any outstanding fee which has not been paid. We may, at our discretion, liquidate sufficient assets to cover outstanding fees plus one year's estimated fees, including termination fees. Due to the nature of certain investments a partial liquidation may not be possible. In such cases we may liquidate your entire holdings in the investment. Upon receipt, proceeds will be first applied to outstanding fees. Remaining balances, if any, will be placed into your account and deposited in an account as described in paragraph 5 of 9.06 (a).

In the event that fees are not paid within thirty (30) days after mailing the Past Due Notice we will begin the process of closing your account. Any asset distributed directly to you as a part of closing your account will be reported to the IRS on Form 1099-R and may subject you to possible taxes and penalties. Accounts with past due

fees, unfunded accounts and accounts with zero value will continue to incur administration and maintenance fees until such time as you notify us in writing (on a form prescribed by us) of your intent to close the account or we resign as custodian. You will be liable for all past due fees, re-registration fees, late fees and account termination fees. In the event of nonpayment we may employ a collection agency to recover any unpaid fees or expenses.

The Custodian is entitled to receive, from the assets held in your Account, a fee equal in amount to all the income that is generated from any Undirected Cash (defined as any cash in your Account not invested pursuant to a specific investment direction by you, the Accountholder) which is held by Custodian in an account or product of an FDIC, NCUSIF or other United States government insured financial institution, (including, but not limited to Fidelity Bank (Wichita Kansas)), United States government security, or security that is insured or guaranteed by the United States government (Custodial Fee). You agree that the Custodial Fee may be retained by Custodian as compensation for the services provided by Custodian. The Custodial Fee is associated with cash management activities, including, but not limited to, account maintenance, depository bank selection, transaction processing, sub-accounting, recordkeeping, and other services performed under the terms of this Agreement and your Account Application.

We may also receive compensation in the form of shareholder servicing fees, sub-transfer agency fees, and other types of fees paid by certain mutual funds or their affiliates in consideration of services we provide to them, e.g., purchase and redemption of shares and participant-level recordkeeping. This compensation is paid to us pursuant to service agreements between the funds and us. Under no circumstances will you be responsible for the payment of this compensation to us, nor will you be entitled to any offsets or credits to the service fees and expenses you owe to us by reason of our having received this compensation. The compensation paid to us is based either on a set fee per investor or on a percentage of the average daily net asset value of shares invested in the fund.

9.06 Investment of Amounts in the Roth IRA –

a. Direction of Investment. You acknowledge that it is your sole responsibility to direct the investment of your Roth IRA assets and that we, acting as custodian of your account, will have no responsibility or involvement in evaluating or selecting any assets for acquisition or disposition, and shall have no liability for any loss or damage that may result from or be associated with any requested investment transaction. You shall direct all investment transactions, including earnings and the proceeds from securities sales. Your investment choices are limited to investments that the Custodian is capable of holding in the ordinary course of its business and in accordance with its policies and practices.

At our sole discretion, we reserve the right to not accept any investment into your custodial account. Certain types of investments may pose unacceptable administrative burdens to us, and therefore, we reserve the right to not accept such investments into your custodial account. Administrative burdens include, but are not limited to, the inability of our computer, accounting, or other systems to service the asset or excessive manual labor to service the asset. In addition, all assets must comply with Trust Company policies. We reserve the right to review any or all investments to determine if the asset is administratively feasible to us. Our review will be solely administrative in nature. Our decision to not accept an asset should in no way be construed as a determination concerning the prudence or suitability of the investment for your Roth IRA. Likewise, acceptance of the asset by us should not be construed

as a favorable opinion as to the prudence or suitability of the investment for your Roth IRA. Our review of any asset you desire to purchase and hold in your custodial account should in no way be construed as a “due diligence” review. We do not perform any type of feasibility study, nor do we research or confirm any financial information regarding any investment.

You and upon your death, your Beneficiary agree to indemnify and hold harmless the Custodian from and against all losses, expenses, settlement payments, or judgments incurred by, or entered against the Custodian as the result of any threatened or asserted claim against the Custodian that pertains in any way to: the Custodian’s activities with you; your investments; and/or any situation or matter associated with this account. Your indemnification obligations also include the responsibility to reimburse the Custodian for all attorneys’ fees and costs incurred by the Custodian in: responding to threatened claims by any party; defending (including an appeal) against asserted claims by any party; and/or prosecuting (including an appeal) a claim or counterclaim against you requesting payment of the indemnification obligation set forth herein. Your indemnification obligation applies to any threatened or asserted claim against us including specifically, a claim that is threatened or asserted by you against us. Your indemnification obligation hereunder also applies to any threatened or asserted claims brought by you against us resulting from wrongful conduct by any representative appointed by you including, but not limited to, fraud, forgery or any other illegal act engaged in by your representative or other agent retained by you.

You agree to indemnify and hold us harmless from and against any and all claims, liabilities, causes of action, losses and expenses (including, without limitation, any court costs, attorney’s fees and other expenses) asserted against or incurred by us as a result of, or in any way relating to, any action requested or directed by you or your Account Representative.

In the absence of instructions from you or if your instructions are not in a form acceptable to us, the Custodian shall hold your Undirected Cash in an account or product of an FDIC, NCUSIF or other United States government insured financial institution (including but not limited to Fidelity Bank (Wichita Kansas)), United States government security, or security that is insured or guaranteed by the United States government, unless or otherwise directed by you. The account is insured for up to the amount available under the FDIC/NCUSIF insurance; amounts in the account in excess of FDIC/NCUSIF insurance limits are not insured.

Directions regarding your account must be in writing from either you or your designated representative. In the event that we receive written investment directions from either you or your designated representative, we may rely on the genuineness of all signatures and shall be under no duty to investigate any directions or investment decisions. You authorize us to honor original and fax copies of requests from you or the representative you have appointed. We shall be under no duty to investigate the genuineness of the signatures, but may employ any means of verification we wish if we elect to pursue verification.

Custodian shall be under no obligation or duty to secure, verify title to or otherwise evaluate the assets underlying any investment contemplated herein, or to obtain or maintain insurance coverage (whether liability, property or otherwise) with respect to any such assets or investments or the collateral for such investment. The Custodian shall be fully protected in acting upon any instrument, certificate or paper believed to be

genuine and to be signed or presented by the proper person or persons, and the Custodian shall be under no duty to make any investigation or inquiry as to any statement contained in any such writing but may accept the same as conclusive evidence of the truth and accuracy of the statements therein contained. Further, Custodian is not providing legal or tax services or advice with respect to the investment and the undersigned absolves and indemnifies Custodian in the event that the investment or sale of assets pursuant to any investment directions violates any federal or state law or regulation or otherwise results in a disqualification, penalty or tax imposed upon the Roth IRA, Custodian or the undersigned. Furthermore, the undersigned authorizes and directs Custodian to execute and deliver, on behalf of his or her Roth IRA, any and all documents delivered to Custodian in connection with such investment; and Custodian shall have no responsibility to verify or determine that any such documents are complete, accurate or constitute the documents necessary to comply with the above investment direction.

All transactions shall be subject to any and all applicable Federal and State laws and regulations and the rules, regulations, customs and usages of any exchange, market or clearing house where the transaction is executed and to our policies and practices.

After your death, your beneficiary(ies) shall have the right to direct the investment of your Roth IRA assets, subject to the same conditions that applied to you during your lifetime under this Agreement (including, without limitation, Section 9.03).

- b. **Our Investment Powers and Duties** – We shall have no discretion to direct any investment in your Roth IRA. We assume no responsibility for rendering investment advice with respect to your Roth IRA, nor will we offer any opinion or judgment to you on matters concerning the value or suitability of any investment or proposed investment for your Roth IRA. We shall exercise the voting rights and other shareholder rights with respect to securities in your Roth IRA but only in accordance with the instructions you give to us.

We, in no way, guarantee the account from loss or depreciation. Our liability to make any payment from the account is at all times limited to the then available assets of the account.

Except to the extent, if any, that may be required by applicable law, we shall have no duty or obligation to monitor or make you or your Account Representative aware of the receipt or non-receipt of any funds payable to your account with respect to any assets in such account (e.g., dividends, interest or other distributions) or to provide you with any other information or documentation (other than pleadings, orders or official notices arising from any judicial proceeding) that we may receive or become aware of with respect to such assets. (For example, and not by way of limitation, we shall have no obligation or duty to provide you with any information or documentation with respect to tender offers from 3rd parties, or that have not been registered with the Securities and Exchange Commission.) We shall have no duty to undertake any action with respect to the collection or enforcement of any payments or rights relating to such assets (including, without limitation, any participation in any bankruptcy proceedings, receivership proceedings, foreclosures or other litigation, or the perfection or enforcement of any lien or other rights with respect to such assets) without receiving prior instruction from you, accompanied by such undertaking of indemnification as we may request to assure us that we will be fully reimbursed and protected with respect thereto. Without limitation on the foregoing, we may however, if we so elect,

advised by counsel if deemed appropriate, respond and participate in any such bankruptcy proceeding, receivership proceedings, or other litigation to which we or your account may have been made a party, and in such case we shall be fully indemnified and protected by you for any action taken by us in good faith. We shall be entitled to seek the advice of legal counsel in connection with any matter relating to your account or any assets, and may in good faith rely and act upon such advice.

- c. **Delegation of Investment Responsibility** – We may, but are not required to, permit you to delegate your investment responsibility for your Roth IRA to another party acceptable to us by giving written notice of your delegation in a format we prescribe. We shall follow the direction of any such party who is properly appointed and we shall be under no duty to review or question, nor shall we be responsible for, any of that party's directions, actions or failures to act. We have the right to rely on any representations and/or warranties made by your Account Representative in connection with any sale or purchase on behalf of your account, including but not limited to representations with regard to prohibited transactions and suitability requirements.

Said Representative may be a registered representative of a broker/dealer organization, a financial advisor or any other person as may be acceptable to you. The Representative shall be your authorized agent and is not the agent of the Custodian. We shall construe all investment directions given by your representative, whether written or oral, as having been authorized by you. You may appoint and/or remove your representative by written notice to the Custodian provided that the removal of Representative shall not have the effect of canceling any notice, instruction, direction or approval received by the Custodian from the removed Representative before the Custodian received said notice of removal from you.

- 9.07 **Beneficiaries** – If you die before you receive all of the amounts in your Roth IRA, payments from your Roth IRA will be made to your beneficiaries. We have no obligation to pay to your beneficiaries until such time we are notified of your death by receiving a valid death certificate.

You may designate one or more persons or entities as beneficiary of your Roth IRA. This designation can only be made on a form provided by or acceptable to us, and it will only be effective when it is filed with us during your lifetime. Each beneficiary designation you file with us will cancel all previous designations. The consent of your beneficiaries will not be required for you to revoke a beneficiary designation. If you have designated both primary and contingent beneficiaries and no primary beneficiary survives you, the contingent beneficiaries will acquire the designated share of your Roth IRA. If you do not designate a beneficiary or if all of your primary and contingent beneficiaries predecease you, your estate will be the beneficiary.

If your surviving spouse is the designated beneficiary, your spouse may elect to treat your Roth IRA as his or her own Roth IRA, and would not be subject to the required minimum distribution rules. Your surviving spouse will also be entitled to such additional beneficiary payment options as are granted under the Code or applicable regulations.

We may allow, if permitted by state law, an original Roth IRA beneficiary (the beneficiary who is entitled to receive distributions from an inherited Roth IRA at the time of your death) to name successor beneficiaries for the inherited Roth IRA. This designation can only be made on a form provided by or acceptable to us, and it will only be effective when it is filed with us during the original Roth IRA beneficiary's lifetime. Each beneficiary designation form that the original Roth IRA beneficiary files with us will cancel all previous

designations. The consent of a successor beneficiary will not be required for the original Roth IRA beneficiary to revoke a successor beneficiary designation. If the original Roth IRA beneficiary does not designate a successor beneficiary, his or her estate will be the successor beneficiary. In no event will the successor beneficiary be able to extend the distribution period beyond that required for the original Roth IRA beneficiary.

If we so choose, for any reason (e.g., due to limitations of our charter or bylaws), we may require that a beneficiary of a deceased Roth IRA owner take total distribution of all Roth IRA assets by December 31 of the year following the year of death.

- 9.08 **Termination of Agreement, Resignation, or Removal of Custodian** –

Either party may terminate this agreement at any time by giving written notice to the other. We can resign as custodian at any time effective 30 days after we send written notice of our resignation to you. Upon receipt of that notice, you must make arrangements to transfer your Roth IRA to another financial organization. If you do not complete a transfer of your Roth IRA within 30 days from the date we send the notice to you, we have the right to transfer your Roth IRA assets to a successor Roth IRA trustee or custodian that we choose in our sole discretion, or we may pay your Roth IRA to you in a single sum. We will not be liable for any actions or failures to act on the part of any successor trustee or custodian, nor for any tax consequences you may incur that result from the transfer or distribution of your assets pursuant to this section.

If this agreement is terminated, we may charge to your Roth IRA a reasonable amount of money that we believe is necessary to cover any associated costs, including but not limited to one or more of the following.

- Any fees, expenses, or taxes chargeable against your Roth IRA
- Any penalties or surrender charges associated with the early withdrawal of any savings instrument or other investment in your Roth IRA

We may establish a policy requiring distribution of the entire balance of your Roth IRA to you in cash or property if the balance of your Roth IRA drops below the minimum balance required under the applicable investment or policy established.

- 9.09 **Successor Custodian** – If our organization changes its name, reorganizes, merges with another organization (or comes under the control of any federal or state agency), or if our entire organization (or any portion that includes your Roth IRA) is bought by another organization, that organization (or agency) will automatically become the trustee or custodian of your Roth IRA, but only if it is the type of organization authorized to serve as a Roth IRA trustee or custodian.

- 9.10 **Amendments** – We have the right to amend this agreement at any time. Any amendment we make to comply with the Code and related regulations does not require your consent. You will be deemed to have consented to any other amendment unless, within 30 days from the date we send the amendment, you notify us in writing that you do not consent.

- 9.11 **Withdrawals or Transfers** – All requests for withdrawal or transfer will be in writing on a form provided by or acceptable to us. The method of distribution must be specified in writing or in any other method acceptable to us. The tax identification number of the recipient must be provided to us before we are obligated to make a distribution. Withdrawals will be subject to all applicable tax and other laws and regulations, including but not limited to possible early distribution penalty taxes, surrender charges, and withholding requirements.

You are not required to take a distribution from your Roth IRA during your lifetime. At your death, however, your beneficiaries must begin taking distributions in accordance with Article V and section 9.07 of this article. We will make no distributions to you from your Roth IRA until you provide us with a written request for a distribution on a form provided by or acceptable to us.

9.12 **Transfers From Other Plans** – We can receive amounts transferred to this Roth IRA from the trustee or custodian of another Roth IRA as permitted by the Code. In addition, we can accept rollovers of eligible rollover distributions from employer-sponsored retirement plans as permitted by the Code. We reserve the right not to accept any transfer.

9.13 **Liquidation of Assets** – We have the right to liquidate assets in your Roth IRA if necessary to make distributions or to pay fees, expenses, taxes, penalties, or surrender charges properly chargeable against your Roth IRA. If you fail to direct us as to which assets to liquidate, we will decide, in our complete and sole discretion, and you agree to not hold us liable for any adverse consequences that result from our decision.

9.14 **Valuation** – The assets in your account shall be valued annually at the end of each calendar year, but we retain the right to value the assets in your account more frequently. We will value the investments of the account utilizing various third-party pricing sources and designated valuation agents. However, we do not guarantee the accuracy of prices obtained from these sources. The year end value of illiquid and/or non-publicly traded investments, which may include without limitation limited partnerships, limited liability companies, privately held stock, real estate investment trusts, hedge funds, and such other investments as we may designate, must be provided to us no later than the following January 10th by the asset's designated valuation agent or third party pricing source. If we do not receive a current market value by the following January 10th for such investment, we shall be entitled to use as that year end's fair market value the last fair market value provided to us, or if none, the original purchase price of the investment for all applicable tax reporting and year-end statement valuations. At any point after there has been a failure to provide us with a fair market value for a period exceeding 9 months after requested, we may distribute the investment at its last reported value to you, or after your death your beneficiary and shall have no responsibility or liability for any tax, financial, or other consequences relating to or arising from such distribution. Unless we have received written information to the contrary, promissory notes and privately offered corporate debt will have valuations reflected at the face value shown on the original note or debt instrument or if the note is such that it is subject to an amortization schedule, valuation may be shown at amortized value. We are not responsible for the timeliness or the accuracy of the fair market value for any investment, and shall have no responsibility or liability for acting on a fair market value so provided, or the last fair market value utilized if none is provided. If we are required to obtain a fair market value for an investment due to a court order or similar circumstance, we may obtain an appraisal from an independent third party, paying the cost for said appraisal from the liquid investments held in the account, or in the alternative after having first received the cost of the appraisal from you or your beneficiary if liquid investments in the account are otherwise insufficient. You, and upon your death, your beneficiary agree to indemnify us and hold us harmless from and against all losses, expenses, settlements or claims with regard to investment decisions, distribution values, tax reporting or any other financial impact or consequence relating to or arising from the valuation of assets in the account.

9.15 **Restrictions on the Fund** – Neither you nor any beneficiary may sell, transfer, or pledge any interest in your Roth IRA in any manner whatsoever, except as provided by law or this agreement.

The assets in your Roth IRA will not be responsible for the debts, contracts, or torts of any person entitled to distributions under this agreement.

9.16 **What Law Applies** – This Agreement is subject to all applicable Federal and State laws and regulations. You agree that where state law applies, Kansas law will govern this instrument, any other instrument executed in connection with your account, and you, your agent and our respective rights and obligations hereunder or otherwise with respect to the account and assets. This document and any other document executed in connection with your account does not become effective until a signed copy has been received and accepted by us in the State of Kansas (the taking of action by us of any authorization will constitute our acceptance). We will have the right to refuse to accept and to not act upon, any instruction or direction given by you or your agent, provided that we promptly notify you or your agent of such election and refusal. You acknowledge and understand that all of our duties and undertakings will be carried out in the State of Kansas, and agree that any claims or disputes that arise in connection with your account or any assets or any transaction requested by you or your agent must be brought in arbitration as described in Section 9.19 below. If it is necessary to apply any State law to interpret and administer this Agreement, the law of Kansas will govern. If any part of this Agreement is held to be illegal or invalid, the remaining parts will not be affected. Neither party's failure to enforce at any time or for any period of time any of the provisions of this Agreement will be construed as a waiver of such provisions, nor a waiver of either party's right thereafter to enforce each and every provision.

9.17 **Indemnity of Custodian** – To the extent not prohibited by Federal or State law, you agree to indemnify, defend and hold us, our subsidiaries and affiliates (including officers, agents and employees) harmless against and from any and all claims, demands, liabilities, costs and expenses (including reasonable attorneys' fees and expenses), arising in connection with this agreement, with respect to: any negligence or alleged negligence, whether passive or active, by us, our subsidiaries or affiliates (including officers, agents and employees); any breach or alleged breach, whether passive or active, by us, our subsidiaries or affiliates (including officers, agents and employees) of any responsibilities under this Agreement; any breach or alleged breach, whether passive or active, by a third party of responsibilities under this Agreement; or any claim arising out of the purchase, holding or sale of any investments in the Roth IRA, whether directed by you or any agent appointed by you. You further agree to pay for our defense and the defense of our subsidiaries and affiliates (including officers, agents and employees) by independent counsel of our choice against any such claims, demands, liabilities or costs referred to above.

You agree to indemnify, defend and hold us, our subsidiaries and affiliates (including officers, agents and employees) harmless against and from any and all payments or assessments which may result from holding any publicly-traded security or any nonstandard, non-publicly traded or illiquid investment within the Roth IRA account, and further agree that we and our subsidiaries and affiliates (including officers, agents and employees) shall be under no obligation whatsoever to extend credit or otherwise disburse payment beyond the cash balance of your account for any payment or assessment related to such investment(s).

9.18 **Adverse Claims** – If we receive any claim to the assets held in the Roth IRA which is adverse to your interest or the interest of your beneficiary, and we in our absolute discretion decide that the claim is, or may be meritorious, we may withhold distribution until the claim is resolved or until instructed by a court of competent jurisdiction. As an alternative, we may deposit all or any portion of the assets in the Roth IRA into the court through a motion of interpleader. Deposit with the court shall relieve us of any further obligation with respect to the assets deposited. We have the right to be reimbursed from the funds deposited for our legal fees and costs incurred.

9.19 **Roth IRA Not Guaranteed** – We do not guarantee the Roth IRA from loss or depreciation. Our liability to make payment to you at any time and all times is limited to the available assets of the Roth IRA.

9.20 **Arbitration of Claims** – *ARBITRATION OF DISPUTES*. PLEASE READ THIS ARBITRATION PROVISION CAREFULLY. IT PROVIDES THAT ANY CONTROVERSY OR DISPUTE BE RESOLVED BY BINDING ARBITRATION. ARBITRATION REPLACES THE RIGHT TO GO TO COURT, INCLUDING THE RIGHT TO A JURY AND THE RIGHT TO PARTICIPATE IN A CLASS ACTION OR SIMILAR PROCEEDING.

Agreement to arbitrate. You and we agree that either you or we may, without the other's consent, require that any Claims between you and us be submitted to mandatory, binding arbitration except for certain matters excluded below. This arbitration provision is made pursuant to a transaction involving interstate commerce, and will be governed by, and enforceable under, the Federal Arbitration Act (the "FAA"), 9 U.S.C. § 1 et seq., and (to the extent State law is applicable), the State law governing this transaction.

Claims subject to Arbitration include, but are not limited to: Any controversy arising out of or relating to this Agreement or the breach thereof, or to the Roth IRA or any transactions authorized by you and/or your agent.

Arbitration location, finality, procedures, waiver of jury trial, class action or any representative action. Arbitration will occur in Johnson County, Kansas according to the rules of The American Arbitration Association. Arbitration is final and binding on the parties. The Parties are waiving their right to seek remedies in court, including the right to jury trial. Claims made as part of a class action or other representative action, and the arbitration of such Claims must proceed on an individual (non-class, non-representative) basis. If you or we require arbitration of a particular Claim, neither you, we, nor any other person may pursue the Claim in any litigation, whether as a class action, private attorney general action, other representative action or otherwise. Pre-arbitration discovery is generally more limited than and different from court proceedings. If any portion of this arbitration provision is deemed invalid or unenforceable, the remaining portions will nevertheless remain in force.

GENERAL INSTRUCTIONS

Section references are to the Internal Revenue Code unless otherwise noted.

PURPOSE OF FORM

Form 5305-RA is a model custodial account agreement that meets the requirements of section 408A. However, only Articles I through VIII have been reviewed by the IRS. A Roth individual retirement account (Roth IRA) is established after the form is fully executed by both the individual (depositor) and the custodian. This account must be created in the United States for the exclusive benefit of the depositor and his or her beneficiaries.

Do not file Form 5305-RA with the IRS. Instead, keep it with your records.

Unlike contributions to Traditional individual retirement arrangements, contributions to a Roth IRA are not deductible from the depositor's gross income; and distributions after five years that are made when the depositor is 59½ years of age or older or on account of death, disability, or the purchase of a home by a first-time homebuyer (limited to \$10,000), are not includible in gross income. For more information on Roth IRAs, including the required disclosures the custodian must give the depositor, see Pub. 590-A, *Contributions to Individual Retirement Arrangements (IRAs)*, and Pub. 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*.

DEFINITIONS

Custodian – The custodian must be a bank or savings and loan association, as defined in section 408(n), or any person who has the approval of the IRS to act as custodian.

Depositor – The depositor is the person who establishes the custodial account.

SPECIFIC INSTRUCTIONS

Article I – The depositor may be subject to a six percent tax on excess contributions if (1) contributions to other individual retirement arrangements of the depositor have been made for the same tax year, (2) the depositor's adjusted gross income exceeds the applicable limits in Article II for the tax year, or (3) the depositor's and spouse's compensation is less than the amount contributed by or on behalf of them for the tax year.

Article V – This article describes how distributions will be made from the Roth IRA after the depositor's death. Elections made pursuant to this article should be reviewed periodically to ensure they correspond to the depositor's intent. Under paragraph three of Article V, the depositor's spouse is treated as the owner of the Roth IRA upon the death of the depositor, rather than as the beneficiary. If the spouse is to be treated as the beneficiary and not the owner, an overriding provision should be added to Article IX.

Article IX – Article IX and any that follow it may incorporate additional provisions that are agreed to by the depositor and custodian to complete the agreement. They may include, for example, definitions, investment powers, voting rights, exculpatory provisions, amendment and termination, removal of the custodian, custodian's fees, state law requirements, beginning date of distributions, accepting only cash, treatment of excess contributions, prohibited transactions with the depositor, etc. Attach additional pages if necessary.

DISCLOSURE STATEMENT

RIGHT TO REVOKE YOUR ROTH IRA

You have the right to revoke your Roth IRA within seven days of the receipt of the disclosure statement. If revoked, you are entitled to a full return of the contribution you made to your Roth IRA. The amount returned to you would not include an adjustment for such items as sales commissions, administrative expenses, or fluctuation in market value. You may make this revocation only by mailing or delivering a written notice to the custodian at the address listed on the application.

If you send your notice by first class mail, your revocation will be deemed mailed as of the postmark date.

If you have any questions about the procedure for revoking your Roth IRA, please call the custodian at the telephone number listed on the application.

REQUIREMENTS OF A ROTH IRA

A. **Cash Contributions** – Your contribution must be in cash, unless it is a rollover or conversion contribution.

B. **Maximum Contribution** – The total amount you may contribute to a Roth IRA for any taxable year cannot exceed the lesser of 100 percent of your compensation or \$6,500 for 2023, with possible cost-of-living adjustments each year thereafter. If you also maintain a Traditional IRA (i.e., an IRA subject to the limits of Internal Revenue Code Sections (IRC Secs.) 408(a) or 408(b)), the maximum contribution to your Roth IRAs is reduced by any contributions you make to your Traditional IRAs. Your total annual contribution to all Roth IRAs and Traditional IRAs cannot exceed the lesser of the dollar amounts described above or 100 percent of your compensation.

Your Roth IRA contribution is further limited if your modified adjusted gross income (MAGI) equals or exceeds \$218,000 (for 2023) if you are a married individual filing a joint income tax return, or equals or exceeds \$138,000 (for 2023) if you are a single individual. Married individuals filing a joint income tax return with MAGI equaling or exceeding \$228,000 (for 2023) may not fund a Roth IRA. Single individuals with MAGI equaling or exceeding \$153,000 (for 2023) may not fund a Roth IRA. Married individuals filing a separate income tax return with MAGI equaling or exceeding \$10,000 may not fund a Roth IRA. The MAGI limits described above are subject to cost-of-living increases for tax years beginning after 2023.

If you are married filing a joint income tax return and your MAGI is between the applicable MAGI phase-out range for the year, your maximum Roth IRA contribution is determined as follows. (1) Begin with the appropriate MAGI phase-out maximum for the applicable year and subtract your MAGI; (2) divide this total by the difference between the phase-out range maximum and minimum; and (3) multiply this number by the maximum allowable contribution for the applicable year, including catch-up contributions if you are age 50 or older. For example, if you are age 30 with MAGI of \$223,000, your maximum Roth IRA contribution for 2023 is \$3,250 $[(\$228,000 \text{ minus } \$223,000) \text{ divided by } \$10,000 \text{ and multiplied by } \$6,500]$.

If you are single and your MAGI is between the applicable MAGI phase-out for the year, your maximum Roth IRA contribution is determined as follows. (1) Begin with the appropriate MAGI phase-out maximum for the applicable year and subtract your MAGI; (2) divide this total by the difference between the phase-out range maximum and minimum; and (3) multiply this number by the maximum allowable contribution for the applicable year, including catch-up contributions if you are age 50 or older. For example, if you are age 30 with MAGI of \$141,000, your maximum Roth IRA contribution for 2023 is \$5,200 $[(\$153,000 \text{ minus } \$141,000) \text{ divided by } \$15,000 \text{ and multiplied by } \$6,500]$.

C. **Contribution Eligibility** – You are eligible to make a regular contribution to your Roth IRA, regardless of your age, if you have compensation for the taxable year for which the contribution is made and your MAGI is below the maximum threshold. Your Roth IRA contribution is not limited by your participation in an employer-sponsored retirement plan, other than a Traditional IRA.

D. **Catch-Up Contributions** – If you are age 50 or older by the close of the taxable year, you may make an additional contribution to your Roth IRA. The maximum additional contribution is \$1,000 per year. This amount is subject to possible cost-of-living adjustments each year beginning in tax year 2024.

E. **Nonforfeitablety** – Your interest in your Roth IRA is nonforfeitable.

F. **Eligible Custodians** – The custodian of your Roth IRA must be a bank, savings and loan association, credit union, or a person or entity approved by the Secretary of the Treasury.

G. **Commingle Assets** – The assets of your Roth IRA cannot be commingled with other property except in a common trust fund or common investment fund.

H. **Life Insurance** – No portion of your Roth IRA may be invested in life insurance contracts.

I. **Collectibles** – You may not invest the assets of your Roth IRA in collectibles (within the meaning of IRC Sec. 408(m)). A collectible is defined as any work of art, rug or antique, metal or gem, stamp or coin, alcoholic beverage, or other tangible personal property specified by the Internal Revenue Service (IRS). However, specially minted United States gold and silver coins, and certain state-issued coins are permissible investments. Platinum coins and certain gold, silver, platinum, or palladium bullion (as described in IRC Sec. 408(m)(3)) are also permitted as Roth IRA investments.

J. **Beneficiary Distributions** – Upon your death, your beneficiaries are required to take distributions according to IRC Sec. 401(a)(9) and Treasury Regulation 1.408-8. These requirements are described below.

1. **Death of Roth IRA Owner Before January 1, 2020** – Your designated beneficiary is determined based on the beneficiaries designated as of the date of your death, who remain your beneficiaries as of September 30 of the year following the year of your death. The entire amount remaining in your account will, at the election of your designated beneficiaries, either

(a) be distributed by December 31 of the year containing the fifth anniversary of your death, or

(b) be distributed over the remaining life expectancy of your designated beneficiaries.

If your spouse is your sole designated beneficiary, he or she must elect either option (a) or (b) by the earlier of December 31 of the year containing the fifth anniversary of your death, or December 31 of the year life expectancy payments would be required to begin. Your designated beneficiaries, other than a spouse who is the sole designated beneficiary, must elect either option (a) or (b) by December 31 of the year following the year of your death. If no election is made, distribution will be calculated in accordance with option (b). In the case of distributions under option (b), distributions must commence by December 31 of the year following the year of your death. Generally, if your spouse is the designated beneficiary, distributions need not commence until December 31 of the year you would have attained required minimum distribution (RMD) age (as described below), if later. If a beneficiary other than a person or qualified trust as defined in the Treasury Regulations is named, you

will be treated as having no designated beneficiary of your Roth IRA for purposes of determining the distribution period. If there is no designated beneficiary of your Roth IRA, the entire Roth IRA must be distributed by December 31 of the year containing the fifth anniversary of your death.

RMD Age – If you were born in 1951 or later, you will attain RMD age in the year that you reach age 73. If you were born before July 1, 1949, you attained RMD age in the year you attained age 70½. If you were born on or after July 1, 1949, but before January 1, 1951, you attained RMD age in the year you attained age 72.

2. **Death of Roth IRA Owner On or After January 1, 2020** – The entire amount remaining in your account will generally be distributed by December 31 of the year containing the tenth anniversary of your death unless you have an eligible designated beneficiary or you have no designated beneficiary for purposes of determining a distribution period.

If your beneficiary is an eligible designated beneficiary, the entire amount remaining in your account may be distributed (in accordance with the Treasury Regulations) over the remaining life expectancy of your eligible designated beneficiary (or over a period not extending beyond the life expectancy of such beneficiary).

An eligible designated beneficiary is any designated beneficiary who is

- your surviving spouse,
- your child who has not reached the age of majority,
- disabled (A physician must determine that your impairment can be expected to result in death or to be of long, continued, and indefinite duration.),
- an individual who is not more than 10 years younger than you, or
- chronically ill (A chronically ill individual is someone who (1) is unable to perform (without substantial assistance from another individual) at least two activities of daily living for an indefinite period due to a loss of functional capacity, (2) has a level of disability similar to the level of disability described above requiring assistance with daily living based on loss of functional capacity, or (3) requires substantial supervision to protect the individual from threats to health and safety due to severe cognitive impairment.)

Note that certain trust beneficiaries (e.g., certain trusts for disabled and chronically ill individuals) may take distribution of the entire amount remaining in your account over the remaining life expectancy of the trust beneficiary.

Generally, life expectancy distributions to an eligible designated beneficiary must commence by December 31 of the year following the year of your death. However, if your spouse is the eligible designated beneficiary, distributions need not commence until December 31 of the year you would have attained RMD age (as described above), if later. If your eligible designated beneficiary is your minor child, life expectancy payments must begin by December 31 of the year following the year of your death and continue until the child reaches the age of majority. Once the age of majority is reached, the beneficiary will have 10 years to deplete the account.

If a beneficiary other than a person (e.g., your estate, a charity, or a certain type of trust) is named, you will be treated as having no designated beneficiary of your Roth IRA for purposes of determining the distribution period. If there is no designated beneficiary of your Roth IRA, the entire Roth IRA must be distributed by December 31 of the year containing the fifth anniversary of your death.

A spouse who is the sole designated beneficiary of your entire Roth IRA will be deemed to elect to treat your Roth IRA as his or her own by either (1) making contributions to your Roth IRA or (2) failing to timely remove an RMD from your Roth IRA. Regardless of whether or not the spouse is the sole designated beneficiary of your Roth IRA, a spouse beneficiary may roll over his or her share of the assets to his or her own Roth IRA.

If we so choose, for any reason (e.g., due to limitations of our charter or bylaws), we may require that a beneficiary of a deceased Roth IRA owner take total distribution of all Roth IRA assets by December 31 of the year following the year of death.

If your beneficiary fails to remove an RMD after your death, an excess accumulation penalty tax of 25 percent is imposed on the amount of the RMD that should have been taken but was not. If the failure to take an RMD is corrected in a timely manner, the penalty tax is further reduced to 10 percent. Your beneficiary must file IRS Form 5329 along with his or her income tax return to report and remit any additional taxes to the IRS.

The correction window for the reduced penalty begins on the date the penalty tax is imposed and ends (1) the date a notice of deficiency regarding the tax is mailed, (2) the date the tax is assessed, or (3) the last day of the second taxable year beginning after the year in which the tax is imposed, whichever is earlier.

- K. **Waiver of 2020 RMD** – Life expectancy payments for beneficiaries were waived for calendar year 2020. In addition, if the five-year rule applies to a Roth IRA with respect to any decedent, the five-year period is determined without regard to calendar year 2020 because of this waiver. For example, if a Roth IRA owner died in 2019, the beneficiary's five-year period ends in 2025 instead of 2024.

INCOME TAX CONSEQUENCES OF ESTABLISHING A ROTH IRA

- A. **Contributions Not Deducted** – No deduction is allowed for Roth IRA contributions, including transfers, rollovers, and conversion contributions.
- B. **Contribution Deadline** – The deadline for making a Roth IRA contribution is your tax return due date (not including extensions). You may designate a contribution as a contribution for the preceding taxable year in a manner acceptable to us. For example, if you are a calendar-year taxpayer and you make your Roth IRA contribution on or before your tax filing deadline, your contribution is considered to have been made for the previous tax year if you designate it as such.

If you are a member of the Armed Forces serving in a combat zone, hazardous duty area, or contingency operation, you may have an extended contribution deadline of 180 days after the last day served in the area. In addition, your contribution deadline for a particular tax year is also extended by the number of days that remained to file that year's tax return as of the date you entered the combat zone. This additional extension to make your Roth IRA contribution cannot exceed the number of days between January 1 and your tax filing deadline, not including extensions.

- C. **Tax Credit for Contributions** – You may be eligible to receive a tax credit for your Roth IRA contributions. This credit may not exceed \$1,000 in a given year. You may be eligible for this tax credit if you are
- age 18 or older as of the close of the taxable year,
 - not a dependent of another taxpayer, and
 - not a full-time student.

The credit is based upon your income (see chart below), and will range from 0 to 50 percent of eligible contributions. In order to determine the amount of your contributions, add all of the contributions made to your Roth IRA and reduce these contributions by any distributions that you have taken during the testing period. The testing period begins

two years prior to the year for which the credit is sought and ends on the tax return due date (including extensions) for the year for which the credit is sought. In order to determine your tax credit, multiply the applicable percentage from the chart below by the amount of your contributions that do not exceed \$2,000.

2023 Adjusted Gross Income*						Applicable Percentage
Joint Return		Head of Household		All Other Cases		
Over	Not Over	Over	Not Over	Over	Not Over	
	\$43,500		\$32,625		\$21,750	50
\$43,500	\$47,500	\$32,625	\$35,625	\$21,750	\$23,750	20
\$47,500	\$73,000	\$35,625	\$54,750	\$23,750	\$36,500	10
\$73,000		\$54,750		\$36,500		0

*Adjusted gross income (AGI) includes foreign earned income and income from Guam, America Samoa, North Mariana Islands, and Puerto Rico. AGI limits are subject to cost-of-living adjustments each year.

D. **Excess Contributions** – An excess contribution is any amount that is contributed to your Roth IRA that exceeds the amount that you are eligible to contribute. If the excess is not corrected timely, an additional penalty tax of six percent will be imposed upon the excess amount. The procedure for correcting an excess is determined by the timeliness of the correction as identified below.

- 1. Removal Before Your Tax Filing Deadline.** An excess contribution may be corrected by withdrawing the excess amount, along with the earnings attributable to the excess, before your tax filing deadline, including extensions, for the year for which the excess contribution was made. An excess withdrawn under this method is not taxable to you, but you must include the earnings attributable to the excess in your taxable income in the year in which the contribution was made. The six percent excess contribution penalty tax will be avoided.
- 2. Removal After Your Tax Filing Deadline.** If you are correcting an excess contribution after your tax filing deadline, including extensions, remove only the amount of the excess contribution. The six percent excess contribution penalty tax will be imposed on the excess contribution for each year it remains in the Roth IRA. An excess withdrawal under this method is not taxable to you.
- 3. Carry Forward to a Subsequent Year.** If you do not withdraw the excess contribution, you may carry forward the contribution for a subsequent tax year. To do so, you under-contribute for that tax year and carry the excess contribution amount forward to that year on your tax return. The six percent excess contribution penalty tax will be imposed on the excess amount for each year that it remains as an excess contribution at the end of the year.

You must file IRS Form 5329 along with your income tax return to report and remit any additional taxes to the IRS.

- E. Tax-Deferred Earnings** – The investment earnings of your Roth IRA are not subject to federal income tax as they accumulate in your Roth IRA. In addition, distributions of your Roth IRA earnings will be free from federal income tax if you take a qualified distribution, as described below.
- F. Taxation of Distributions** – The taxation of Roth IRA distributions depends on whether the distribution is a qualified distribution or a nonqualified distribution.
 - 1. Qualified Distributions.** Qualified distributions from your Roth IRA (both the contributions and earnings) are not included in your income. A qualified distribution is a distribution that is made after the expiration of the five-year period beginning January 1 of the

first year for which you made a contribution to any Roth IRA (including a conversion from a Traditional IRA), and is made on account of one of the following events.

- Attainment of age 59½
- Disability
- First-time homebuyer purchase
- Death

For example, if you made a contribution to your Roth IRA for 2015, the five-year period for determining whether a distribution is a qualified distribution is satisfied as of January 1, 2020.

- 2. Nonqualified Distributions.** If you do not meet the requirements for a qualified distribution, any earnings you withdraw from your Roth IRA will be included in your gross income and, if you are under age 59½, may be subject to an early distribution penalty tax. However, when you take a distribution, the amounts you contributed annually to any Roth IRA and any military death gratuity or Servicemembers’ Group Life Insurance (SGLI) payments that you rolled over to a Roth IRA, will be deemed to be removed first, followed by conversion and employer-sponsored retirement plan rollover contributions made to any Roth IRA on a first-in, first-out basis. Therefore, your nonqualified distributions will not be taxable to you until your withdrawals exceed the amount of your annual contributions, rollovers of your military death gratuity or SGLI payments, and your conversions and employer-sponsored retirement plan rollovers.
- G. Income Tax Withholding** – Ten percent federal income tax withholding will be applied to a withdrawal from your Roth IRA unless you choose to withhold a different amount or elect not to have withholding apply. We are not required to withhold taxes from any distribution that we reasonably believe is not taxable.
- H. Early Distribution Penalty Tax** – If you are under age 59½ and receive a nonqualified Roth IRA distribution, an additional early distribution penalty tax of 10 percent generally will apply to the amount includible in income in the year of the distribution. If you are under age 59½ and receive a distribution of conversion amounts or employer-sponsored retirement plan rollover amounts within the five-year period beginning with the year in which the conversion or employer-sponsored retirement plan rollover occurred, an additional early distribution penalty tax of 10 percent generally will apply to the amount of the distribution. The additional early distribution penalty tax of 10 percent generally will not apply if one of the following exceptions apply.
 - 1) Death.** After your death, payments made to your beneficiary are not subject to the 10 percent early distribution penalty tax.
 - 2) Disability.** If you are disabled at the time of distribution, you are not subject to the additional 10 percent early distribution penalty tax. In order to be disabled, a physician must determine that your impairment can be expected to result in death or to be of long, continued, and indefinite duration.
 - 3) Substantially equal periodic payments.** You are not subject to the additional 10 percent early distribution penalty tax if you are taking a series of substantially equal periodic payments (at least annual payments) over your life expectancy or the joint life expectancy of you and your beneficiary. You must continue these payments for the longer of five years or until you reach age 59½.
 - 4) Unreimbursed medical expenses.** If you take payments to pay for unreimbursed medical expenses that exceed a specified percentage of your adjusted gross income, you will not be subject to the 10 percent early distribution penalty tax. For further detailed information and effective dates you may obtain IRS Publication 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*, from the IRS. The medical expenses may be for you, your spouse, or any dependent listed on your tax return.
 - 5) Health insurance premiums.** If you are unemployed and have received unemployment compensation for 12 consecutive weeks under a federal or state program, you may take payments from your Roth IRA

to pay for health insurance premiums without incurring the 10 percent early distribution penalty tax. **6) Higher education expenses.** Payments taken for certain qualified higher education expenses for you, your spouse, or the children or grandchildren of you or your spouse, will not be subject to the 10 percent early distribution penalty tax. **7) First-time homebuyer.** You may take payments from your Roth IRA to use toward qualified acquisition costs of buying or building a principal residence. The amount you may take for this reason may not exceed a lifetime maximum of \$10,000. The payment must be used for qualified acquisition costs within 120 days of receiving the distribution. **8) IRS levy.** Payments from your Roth IRA made to the U.S. government in response to a federal tax levy are not subject to the 10 percent early distribution penalty tax. **9) Qualified reservist distributions.** If you are a qualified reservist member called to active duty for more than 179 days or an indefinite period, the payments you take from your Roth IRA during the active duty period are not subject to the 10 percent early distribution penalty tax. **10) Qualified birth or adoption.** Payments from your Roth IRA for the birth of your child or the adoption of an eligible adoptee will not be subject to the 10 percent early distribution penalty tax if the distribution is taken during the one-year period beginning on the date of birth of your child or the date on which your legal adoption of an eligible adoptee is finalized. An eligible adoptee means any individual (other than your spouse's child) who has not attained age 18 or is physically or mentally incapable of self-support. The aggregate amount you may take for this reason may not exceed \$5,000 for each birth or adoption. **11) Terminal illness.** Payments from your Roth IRA made because you are terminally ill are not subject to the 10 percent early distribution penalty tax. You are terminally ill if you have been certified by a physician, in accordance with documentation requirements to be established by the IRS, as having an illness or physical condition that can reasonably be expected to result in death in 84 months or less after the date of the certification. **12) Qualified Disaster Recovery Distribution.** If you are an affected Roth IRA owner in a federally declared disaster area who has sustained an economic loss by reason of such qualified disaster, you may take up to \$22,000 per disaster from your Roth IRA without incurring the 10 percent early distribution penalty tax. **13) Domestic abuse.** Beginning in 2024, if you are a victim of domestic abuse you may withdraw up to \$10,000 (subject to possible cost-of-living adjustments each year beginning in 2025) or 50% of your Roth IRA balance, whichever is less, within one year of the abuse without incurring the 10 percent early distribution penalty tax. **14) Emergency personal expenses.** Beginning in 2024, you may take one withdrawal in a calendar year as an emergency personal expense distribution for purposes of meeting unforeseeable or immediate financial needs relating to necessary personal or family emergency expenses, without incurring the 10 percent early distribution penalty tax. The amount that may be treated as an emergency personal expense distribution in any calendar year is \$1,000 or the total balance in your Roth IRA over \$1,000, determined as of the date of each such distribution, whichever is less. No further emergency personal expense distributions are allowed during the immediately following three calendar years unless repayment occurs, or you have made Roth IRA contributions after the previous distribution in an amount at least equal to the previous distribution that has not been repaid.

You must file IRS Form 5329 along with your income tax return to the IRS to report and remit any additional taxes or to claim a penalty tax exception.

- I. **Required Minimum Distributions** – You are not required to take distributions from your Roth IRA during your lifetime (as required for Traditional and savings incentive match plan for employees of small employers (SIMPLE) IRAs). However, your beneficiaries generally are required to take distributions from your Roth IRA after your death. See the section titled *Beneficiary Payouts* in this disclosure statement regarding beneficiaries' required minimum distributions.

- J. **Rollovers and Conversions** – Your Roth IRA may be rolled over to another Roth IRA of yours, may receive rollover contributions, or may receive conversion contributions, provided that all of the applicable rollover or conversion rules are followed. Rollover is a term used to describe a movement of cash or other property to your Roth IRA from another Roth IRA, or from your employer's qualified retirement plan, 403(a) annuity, 403(b) tax-sheltered annuity, 457(b) eligible governmental deferred compensation plan, or federal Thrift Savings Plan. Conversion is a term used to describe the movement of Traditional IRA or SIMPLE IRA assets to a Roth IRA. A conversion generally is a taxable event. The general rollover and conversion rules are summarized below. These transactions are often complex. If you have any questions regarding a rollover or conversion, please see a competent tax advisor.

1. **Roth IRA-to-Roth IRA Rollovers.** Assets distributed from your Roth IRA may be rolled over to the same Roth IRA or another Roth IRA of yours if the requirements of IRC Sec. 408(d)(3) are met. A proper Roth IRA-to-Roth IRA rollover is completed if all or part of the distribution is rolled over not later than 60 days after the distribution is received. In the case of a distribution for a first-time homebuyer where there was a delay or cancellation of the purchase, the 60-day rollover period may be extended to 120 days. Roth IRA assets may not be rolled over to other types of IRAs (e.g., Traditional IRA, SIMPLE IRA), or employer-sponsored retirement plans.

You are permitted to roll over only one distribution from an IRA (Traditional, Roth, or SIMPLE) in a 12-month period, regardless of the number of IRAs you own. A distribution may be rolled over to the same IRA or to another IRA that is eligible to receive the rollover. For more information on rollover limitations, you may wish to obtain IRS Publication 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*, from the IRS or refer to the IRS website at www.irs.gov.

2. **Traditional IRA-to-Roth IRA Conversions.** If you convert to a Roth IRA, the amount of the conversion from your Traditional IRA to your Roth IRA will be treated as a distribution for income tax purposes, and is includible in your gross income (except for any nondeductible contributions). Although the conversion amount generally is included in income, the 10 percent early distribution penalty tax will not apply to conversions from a Traditional IRA to a Roth IRA, regardless of whether you qualify for any exceptions to the 10 percent early distribution penalty tax. If you are required to take a required minimum distribution for the year, you must remove your required minimum distribution before converting your Traditional IRA.
3. **SIMPLE IRA-to-Roth IRA Conversions.** You are eligible to convert all or any portion of your existing SIMPLE IRA into your Roth IRA, provided two years have passed since you first participated in a SIMPLE IRA plan sponsored by your employer. The amount of the conversion from your SIMPLE IRA to your Roth IRA will be treated as a distribution for income tax purposes and is includible in your gross income. Although the conversion amount generally is included in income, the 10 percent early distribution penalty tax will not apply to conversions from a SIMPLE IRA to a Roth IRA, regardless of whether you qualify for any exceptions to the 10 percent early distribution penalty tax. If you are required to take a required minimum distribution for the year, you must remove your required minimum distribution before converting your SIMPLE IRA.
4. **Rollovers of Roth Elective Deferrals.** Roth elective deferrals distributed from a 401(k) cash or deferred arrangement, 403(b) tax-sheltered annuity, 457(b) eligible governmental deferred compensation plan, or federal Thrift Savings Plan, may be rolled into your Roth IRA.

5. **Employer-Sponsored Retirement Plan-to-Roth IRA Rollovers.** You may roll over, directly or indirectly, any eligible rollover distribution from an eligible employer-sponsored retirement plan to your Roth IRA. An eligible rollover distribution is defined generally as any distribution from a qualified retirement plan, 403(a) annuity, 403(b) tax-sheltered annuity, 457(b) eligible governmental deferred compensation plan, or federal Thrift Savings Plan unless it is a required minimum distribution, hardship distribution, part of a certain series of substantially equal periodic payments, corrective distributions of excess contributions, excess deferrals, excess annual additions and any income allocable to the excess, deemed loan distribution, dividends on employer securities, or the cost of life insurance coverage.

If you are conducting an indirect rollover, your eligible rollover distribution generally must be rolled over to your Roth IRA not later than 60 days after you receive the distribution. In the case of a plan loan offset due to plan termination or severance from employment, the deadline for completing the rollover is your tax return due date (including extensions) for the year in which the offset occurs.

If you are a spouse or nonspouse beneficiary of a deceased employer-sponsored retirement plan participant, or the trustee of an eligible type of trust named as beneficiary of such participant, you may directly roll over inherited assets from a qualified retirement plan, 403(a) annuity, 403(b) tax-sheltered annuity, or 457(b) eligible governmental deferred compensation plan to an inherited Roth IRA, as permitted by the IRS. The Roth IRA must be maintained as an inherited Roth IRA, subject to the beneficiary distribution requirements.

Although the rollover amount generally is included in income, the 10 percent early distribution penalty tax will not apply to rollovers from eligible employer-sponsored retirement plans to a Roth IRA or inherited Roth IRA, regardless of whether you qualify for any exceptions to the 10 percent early distribution penalty tax.

6. **Beneficiary Rollovers From 401(k), 403(b), or 457(b) Eligible Governmental Plans Containing Roth Elective Deferrals.** If you are a spouse beneficiary, nonspouse beneficiary, or the trustee of an eligible type of trust named as beneficiary of a deceased 401(k), 403(b), or 457(b) eligible governmental deferred compensation plan participant who had made Roth elective deferrals to the plan, you may directly roll over the Roth elective deferrals and their earnings to an inherited Roth IRA, as permitted by the IRS. The Roth IRA must be maintained as an inherited Roth IRA, subject to the beneficiary distribution requirements.
7. **Rollovers of Military Death Benefits.** If you receive or have received a military death gratuity or a payment from the SGLI program, you may be able to roll over the proceeds to your Roth IRA. The rollover contribution amount is limited to the sum of the death benefits or SGLI payment received, less any such amount that was rolled over to a Coverdell education savings account. Proceeds must be rolled over within one year of receipt of the gratuity or SGLI payment for deaths occurring on or after June 17, 2008. Any amount that is rolled over under this provision is considered nontaxable basis in your Roth IRA.
8. **Qualified HSA Funding Distribution.** If you are eligible to contribute to a health savings account (HSA), you may be eligible to take a one-time tax-free qualified HSA funding distribution from your Roth IRA and directly deposit it to your HSA. The amount of the qualified HSA funding distribution may not exceed the maximum HSA contribution limit in effect for the type of high deductible health plan coverage (i.e., single or family coverage) that you have at the time of the deposit, and counts toward your HSA contribution limit for that year. For further detailed information, you may wish to obtain IRS Publication 969, *Health Savings Accounts and Other Tax-Favored Health Plans*.

9. **Rollover of IRS Levy.** If you receive a refund of eligible retirement plan assets that had been wrongfully levied, you may roll over the amount returned up until your tax return due date (not including extensions) for the year in which the money was returned.

10. **Qualified Tuition Program to Roth IRA.** Beginning in 2024, funds from a qualified tuition program of a designated beneficiary that has been maintained for 15 or more years may be paid in a direct trustee-to-trustee transfer to a designated beneficiary's Roth IRA if the funds have been in the qualified tuition program for at least five years. The designated beneficiary must be eligible to make a Roth IRA contribution and the amount of the rollover counts toward the Roth IRA contribution limit for the year. The total that a designated beneficiary may roll over from a qualified tuition program during his or her lifetime may not exceed \$35,000.

11. **Written Election.** At the time you make a rollover or conversion to a Roth IRA, you must designate in writing to the custodian your election to treat that contribution as a rollover or conversion. Once made, the election is irrevocable.

K. **Repayments of Certain Distributions.**

1. **Qualified Birth or Adoption Distributions.** If you have taken a qualified birth or adoption distribution, you may generally pay all or a portion of the aggregate amount of such distribution to a Roth IRA at any time during the three-year period beginning on the day after the date on which such distribution was received. In the case of a qualified birth or adoption distribution made on or before December 29, 2022, the deadline to repay the distribution is December 31, 2025.
2. **Terminal Illness Distributions.** If you have taken a distribution due to a terminal illness, you may generally pay all or a portion of the aggregate amount of such distribution to a Roth IRA at any time during the three-year period beginning on the day after the date on which such distribution was received.
3. **Domestic Abuse Distributions.** Beginning in 2024, if you have taken a distribution because you are a victim of domestic abuse, you may generally pay all or a portion of the aggregate amount of such distribution to a Roth IRA at any time during the three-year period beginning on the day after the date on which such distribution was received.
4. **Emergency Personal Expense Distributions.** Beginning in 2024, if you had taken an emergency personal expense distribution, the distribution may be repaid within a three-year period. No further emergency personal expense distributions are allowed during the immediately following three calendar years unless repayment occurs, or you have made Roth IRA contributions after the previous distribution in an amount at least equal to the previous distribution that has not been repaid.
5. **Qualified Disaster Recovery Distributions.** If you have taken a qualified disaster recovery distribution, the distribution may be recontributed to a Roth IRA at any time during the three-year period beginning on the day after the date on which such distribution was received.

For further information, you may wish to obtain IRS Publication 590-A, *Contributions to Individual Retirement Arrangements (IRAs)*, or refer to the IRS website at www.irs.gov.

- L. **Transfer Due to Divorce** – If all or any part of your Roth IRA is awarded to your spouse or former spouse in a divorce or legal separation proceeding, the amount so awarded will be treated as the spouse's Roth IRA (and may be transferred pursuant to a court-approved divorce decree or written legal separation agreement to another Roth IRA of your spouse) and will not be considered a taxable distribution to you. A transfer is a tax-free direct movement of cash and/or property from one Roth IRA to another.

M. Recharacterizations – If you make a contribution to a Traditional IRA and later recharacterize either all or a portion of the original contribution to a Roth IRA along with net income attributable, you may elect to treat the original contribution as having been made to the Roth IRA. The same methodology applies when recharacterizing a contribution from a Roth IRA to a Traditional IRA. The deadline for completing a recharacterization is your tax filing deadline (including any extensions) for the year for which the original contribution was made. You may not recharacterize a Roth IRA conversion or an employer-sponsored retirement plan rollover.

LIMITATIONS AND RESTRICTIONS

A. Spousal Roth IRA – If you are married and have compensation for the taxable year for which the contribution is made, you may contribute to a Roth IRA established for the benefit of your spouse, regardless of whether or not your spouse has compensation. You must file a joint income tax return for the year for which the contribution is made.

The amount you may contribute to your Roth IRA and your spouse's Roth IRA is the lesser of 100 percent of your combined eligible compensation or \$13,000 for 2023. This amount may be increased with cost-of-living adjustments each year. However, you may not contribute more than the individual contribution limit to each Roth IRA. Your contribution may be further limited if your MAGI falls within the minimum and maximum thresholds.

If your spouse is age 50 or older by the close of the taxable year, and is otherwise eligible, you may make an additional contribution to your spouse's Roth IRA. The maximum additional contribution is \$1,000 per year. This amount is subject to possible cost-of-living adjustments each year beginning in 2024.

B. Gift Tax – Transfers of your Roth IRA assets to a beneficiary made during your life and at your request may be subject to federal gift tax under IRC Sec. 2501.

C. Special Tax Treatment – Capital gains treatment and 10-year income averaging authorized by IRC Sec. 402 do not apply to Roth IRA distributions.

D. Prohibited Transactions – If you or your beneficiary engage in a prohibited transaction with your Roth IRA, as described in IRC Sec. 4975, your Roth IRA will lose its tax-deferred or tax-exempt status, and you generally must include the value of the earnings in your account in your gross income for that taxable year. The following transactions are examples of prohibited transactions with your Roth IRA. (1) Taking a loan from your Roth IRA (2) Buying property for personal use (present or future) with Roth IRA assets (3) Receiving certain bonuses or premiums because of your Roth IRA.

E. Pledging – If you pledge any portion of your Roth IRA as collateral for a loan, the amount so pledged will be treated as a distribution and may be included in your gross income for that year.

OTHER

A. IRS Plan Approval – Articles I through VIII of the agreement used to establish this Roth IRA have been approved by the IRS. The IRS approval is a determination only as to form. It is not an endorsement of the plan in operation or of the investments offered.

B. Additional Information – For further information on Roth IRAs, you may wish to obtain IRS Publication 590-A, *Contributions to Individual Retirement Arrangements (IRAs)*, or Publication 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*, by calling 800-TAX-FORM, or by visiting www.irs.gov on the Internet.

C. Important Information About Procedures for Opening a New Account – To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial organizations to obtain, verify, and record information that identifies each person who

opens an account. Therefore, when you open a Roth IRA, you are required to provide your name, residential address, date of birth, and identification number. We may require other information that will allow us to identify you.

D. Qualified Reservist Distributions – If you are an eligible qualified reservist who has taken penalty-free qualified reservist distributions from your Roth IRA or retirement plan, you may recontribute those amounts to a Roth IRA generally within a two-year period from your date of return.

E. Qualified Charitable Distributions – If you are age 70½ or older, you may be eligible to take tax-free Roth IRA distributions of up to \$100,000 per year and have these distributions paid directly to certain charitable organizations. This amount is subject to possible cost-of-living adjustments each year beginning in tax year 2024. A qualified charitable distribution also includes a one-time charitable distribution of up to \$50,000 to a split interest entity (i.e., charitable gift annuity, charitable remainder unitrust, and charitable remainder annuity trust). Special tax rules may apply. For further detailed information and effective dates you may obtain IRS Publication 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*, from the IRS or refer to the IRS website at www.irs.gov.

F. Disaster Related Relief – If you qualify (for example, you sustained an economic loss due to, or are otherwise considered affected by, a federally-declared disaster in a specified disaster area), you may be eligible for favorable tax treatment on distributions, rollovers, and other transactions involving your Roth IRA. Qualified disaster relief includes an automatic 60-day extension to perform certain acts and may include penalty-tax free early distributions made during specified timeframes for each disaster, the ability to include distributions in your gross income ratably over multiple years, the ability to roll over distributions to an eligible retirement plan without regard to the 60-day rollover rule, and more.

Qualified Disaster Recovery Distributions. If your principal residence is located in a qualified disaster area and you have sustained an economic loss by reason of such disaster, you may receive up to \$22,000 per disaster in aggregate distributions from your retirement plans and IRAs as qualified disaster recovery distributions. A qualified disaster is any major disaster declared by the President under section 401 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act after January 26, 2021. These distributions are not subject to the 10 percent early distribution penalty tax. In addition, unless you elect otherwise, any amount required to be included in your gross income for such taxable year shall be included ratably over a three-taxable year period, beginning with the taxable year of the distribution. Qualified disaster recovery distributions may be repaid at any time generally within a three-year period beginning on the day after the date the distribution was received.

Repayments of Withdrawals for Home Purchase. If you received a qualified first-time homebuyer distribution to purchase or construct a principal residence in the qualified disaster area, but which was not used on account of the qualified disaster, you are able to repay the distribution within 180 days of the applicable date of such disaster. The distribution must have been received during the period (1) beginning 180 days before the first day of the FEMA declared incident period, and (2) ending 30 days after the last day of the FEMA declared incident period.

For additional information on specific disasters, including a complete listing of disaster areas, qualification requirements for relief, and allowable disaster-related Roth IRA transactions, you may wish to obtain IRS Publication 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*, from the IRS or refer to the IRS website at www.irs.gov.

G. Coronavirus-Related Distributions (CRDs) – If you qualified in 2020, you were able to withdraw up to \$100,000 in aggregate from your IRAs and eligible retirement plans as a CRD, without paying the 10 percent early distribution penalty tax. You were a qualified individual if you (or your spouse or dependent) was diagnosed with the COVID-19 disease or the SARS-CoV-2 virus in an approved test; or if you experienced adverse financial consequences as a result of being quarantined, being furloughed or laid off or having work hours reduced due to such virus or disease, being unable to work due to lack of child care due to such virus or disease, closing or reduced hours of a business owned or operated by you due to such virus or disease, or other factors as determined by the IRS. A CRD must have been made on or after January 1, 2020, and before December 31, 2020.

CRDs will be taxed ratably over a three-year period, unless you elected otherwise, and may be repaid over three years beginning with the day following the day a CRD is made. Repayments may be made to an eligible retirement plan or IRA.

An eligible retirement plan is defined as a qualified retirement plan, 403(a) annuity, 403(b) tax-sheltered annuity, 457(b) eligible governmental deferred compensation plan, or an IRA.

FINANCIAL DISCLOSURE

GROWTH IN THE VALUE OF YOUR IRA

The assets in your IRA account will be invested only in accordance with your (or your duly authorized agent's) direction. Mainstar Trust does not offer investment advice or recommend or evaluate the merits or suitability of any investment. The assets in the IRA account at any given time may contain one or more assets depending upon which investments you have selected. It is therefore impossible to estimate the value of the IRA assets in the account at any given future point in time. Growth in the value of the IRA account is neither guaranteed nor projected. The value will be computed by totaling the reported fair market value of the assets in your account.

CUSTODIAN FEES

Mainstar Trust, as Custodian, may charge reasonable fees or compensation for its services and may deduct all reasonable expenses incurred by it in the administration of your IRA account, including any legal, accounting, distribution, transfer, termination or other designated fees. Such charges are detailed in the separate Fee Disclosure.

FINANCIAL PRIVACY

NOTICE OF FINANCIAL PRIVACY

You have chosen to do business with Mainstar Trust and we are obligated to honor that relationship with great care, beginning with the information you have chosen to share with us. We believe that your privacy should not be compromised. At the same time, we want to offer you the services you need to accomplish your financial goals. We believe we can do both through the privacy policy outlined below. Mainstar Trust believes that the confidentiality and protection of customer information is one of our fundamental responsibilities. And while information is critical to providing quality service, we recognize that one of our most important assets is our customers' trust. Thus, the safekeeping of customer information is a priority for us.

INFORMATION THAT WE COLLECT

Information about consumers is accumulated from a variety of sources. Some information is provided to us directly by customers themselves. We develop other data as a function of providing a product or service to a customer. Still other information is obtained from outside sources. We will limit the use and collection of information about our customers to that which is necessary to administer our business and provide superior service. This means that we will use information to help us identify and mitigate potential risks or loss to Mainstar Trust only in accordance with the principles set out in this policy.

HOW WE PROTECT YOUR INFORMATION

Mainstar Trust has established procedures to ensure that your financial information is accurate, current, and complete, in keeping with reasonable commercial standards. We also pledge to respond to requests to correct inaccurate information in a timely manner. Each Mainstar Trust employee is required to follow our "Code of Conduct," which states that all customer information is considered private and privileged and is to be used solely for the purpose of providing the finest service available. We restrict access to customer information to our employees who need access to provide services to our customers. Mainstar Trust is committed to the security of your financial and personal information. All of our operational and data processing systems are in a secure environment thereby protecting your account information from being accessed by third parties. We maintain and grant access to customer information only in accordance with our internal security standards.

WHAT INFORMATION WE DISCLOSE

We may disclose certain customer information to third parties that work for us or assist us in providing services to our customers (for example: Proxy Mailing Service). We do not reveal specific information about your accounts or other personally identifiable data to parties outside our affiliated companies for their independent use unless: 1) you request or authorize it; 2) the information is provided to help complete a transaction initiated by you; 3) the information is provided to a reputable credit bureau or similar information reporting agency; or 4) the disclosure otherwise is lawfully permitted or required. We do not provide account or personal information to non-affiliated companies for the purpose of independent telemarketing or direct mail marketing of any products or services.

HOW TO CONTACT US

At Mainstar Trust, we value our customer relationships. We want you to understand how we use the information you provide and our commitment to ensuring your personal privacy. If you have any questions about how Mainstar Trust protects your confidential information, please call us at 1-800-521-9897.



Summary of Accountholder Responsibilities

This summary contains important information concerning the IRA or other custodial account ("Account") for which Mainstar Trust ("Mainstar") is acting as custodian. You are required to read and should understand this notice and, if you believe necessary, share it with your legal and/or investment advisor. This summary supplements the information contained in other documents that reflect the relationship between Mainstar and you and does not represent your contract in its entirety. Please refer to your account agreement for all of the terms of your contract. For purposes of this summary, the accountholder of an Account is referred to as "you".

As custodian for your Account, Mainstar is acting solely in a custodial capacity. Mainstar has no discretion to supervise your investments, or to advise or make any recommendation with respect to the purchase, sale or any other disposition of any investment or as to the management of your Account, as more fully explained below.

You are Responsible for Investment Directions – You acknowledge that it is your sole responsibility to direct the investment of your Account assets and that Mainstar has no responsibility or involvement in evaluating or selecting any assets or investments for acquisition, holding, or disposition. Mainstar has no liability for any taxes, loss, or damage that may result from or be associated with any requested investment transaction. You must direct all investment transactions, including the investment of earnings and the proceeds from securities sales. Your investment choices are limited to investments that Mainstar is capable of holding in the ordinary course of its business and in accordance with its policies and practices.

Mainstar reserves the right, in its sole discretion, to reject any investment into your Account. Certain types of investments may pose unacceptable administrative burdens to Mainstar, and therefore, Mainstar reserves the right to reject such investments into your Account. Administrative burdens include, but are not limited to, the inability of Mainstar's computer, accounting, or other systems to service the asset, the inability to obtain an asset's value, the failure to comply with Mainstar policies or excessive manual labor to service the asset.

Mainstar reserves the right to review any or all assets to determine if it is administratively feasible to Mainstar. Mainstar's review will be solely administrative in nature. Mainstar's decision to reject an asset should in no way be construed as a determination concerning the prudence or suitability of the investment for your Account. Likewise, acceptance of the asset by Mainstar should not be construed as a favorable opinion as to the prudence or suitability of the investment for your Account. Mainstar's review of any asset you desire to purchase and hold in your Account should in no way be construed as a "due diligence" review. Mainstar does not perform any type of feasibility study, nor does it research or confirm any financial information regarding any investment.

Asset Valuation - Mainstar will value your investment at least annually utilizing various third party pricing services. Mainstar does not guarantee the accuracy of prices received from said third party services. Pricing contacts for illiquid and/or non-publicly traded assets will be asked to provide all supporting documentation to substantiate the value. Year-end valuations for illiquid and/or non-publicly traded assets must be provided to Mainstar no later than January 10 of the following year. If a current value is not received by January 10, Mainstar will use the last market value provided to it for all applicable tax reporting and year-end valuations. At any point after there has been a failure to provide Mainstar with a fair market value for a period exceeding 9 months after requested, Mainstar may distribute the asset at its last reported value to you, or after your death to your beneficiary. Mainstar has no responsibility or liability for any tax, financial, or other consequences relating to or arising from such distribution.

Mainstar is not responsible for the timeliness or the accuracy of the fair market value for any asset. Mainstar has no responsibility or liability for acting on a fair market value provided, or the last fair market value available if none is provided.

Because your Account is self-directed, no projection of the growth of your Account can reasonably be demonstrated or guaranteed. The value of your Account is solely dependent upon the performance of any asset chosen by you to fund your Account. You bear sole responsibility for the suitability of any directed investment and for any adverse

consequences arising from your investments, including, without limitation, the inability of Mainstar to value or to sell an illiquid asset, or the generation of unrelated business taxable income with respect to an asset.

All transactions are subject to any and all applicable Federal and State laws and regulations, Mainstar's policies and practices, and the rules, regulations, customs, and usage of any exchange, market, or clearinghouse where the transaction is executed. In the absence of instructions from you or if your instructions are not in a form acceptable to Mainstar, it shall hold your Undirected Cash in an account or product of an FDIC or other United States government insured financial institution (including but not limited to Fidelity Bank, N.A., Wichita, Kansas), or a United States government security, or security that is insured or guaranteed by the United State government, unless or otherwise directed by you. The Account is insured for up to the amount available under the FDIC insurance; amounts in the Account in excess of FDIC insurance limits are not insured.

Mainstar's Investment Powers and Duties are Limited – Mainstar has no discretion to direct any investment in your Account. Mainstar assumes no responsibility for rendering investment advice with respect to your Account, nor will it offer any opinion or judgment to you on matters concerning the value or suitability of any asset or proposed investment for your Account. Mainstar is not responsible for losses you may incur as a result of the timing of any transfer among investments or from another trustee or custodian that are due to circumstances reasonably beyond Mainstar's control.

Mainstar will exercise the voting rights and other shareholder rights with respect to securities in your Account, but only in accordance with the instructions you give to Mainstar. Mainstar has no responsibility for determining the amount of or collecting contributions to your Account; determining the amount, character, or timing of any distribution from the Account; or determining your maximum contribution amount.

Your representative may have suggested that you retain Mainstar's services as custodian. In those circumstances, it is important for you to understand that your representative represents you and does not act in a representative capacity or as agent for Mainstar. Mainstar does not employ or compensate representatives for referrals. Any statements made by your representative with respect to Mainstar's operations or the relationship between Mainstar and you do not in any way bind or obligate Mainstar. The relationship between Mainstar and you is specified in the agreements that Mainstar and you sign when your Account is established, or as those agreements may later be modified by Mainstar.

Except to the extent, if any, required by applicable law, Mainstar has no duty or obligation to monitor or make you or your Representative aware of the receipt or non-receipt of any documents or other confirmation of purchase or sale of any asset or the receipt or non-receipt of any funds payable to your Account (e.g., dividends, interest, or other distributions) or to provide any other information or documentation (other than pleadings, orders, or official notices arising from any judicial proceeding) that it may receive or become aware of with respect to any assets. Mainstar has no duty to undertake any action with respect to the collection or enforcement of any payments or rights relating to such assets (including, without limitation, any participation in any bankruptcy proceedings, receivership proceedings, foreclosures, or other litigation, or the perfection or enforcement of any lien or other rights with respect to such assets) without receiving prior instruction from you, accompanied by such undertaking of indemnification as Mainstar may request to assure Mainstar that it will be fully reimbursed and protected with respect thereto. Without limitation on the foregoing, Mainstar may however, if it so elects, respond and participate in any such bankruptcy proceeding, receivership proceedings or other litigation to which it or the Account may have been made a party, and in such case you will fully indemnify and protect Mainstar against any action taken by it in good faith. Mainstar is entitled to seek the advice of legal counsel in connection with any matter relating to your Account or any assets, and may in good faith rely and act upon such advice.

You agree to Indemnify Mainstar – You agree to indemnify and hold Mainstar harmless from and against any and all claims (including tort or fraud), liabilities, causes of action, losses, and expenses (including, without limitation, any court costs, attorney's fees, and other expenses) asserted against or incurred by Mainstar as a result of, or in any way relating to, any action requested or directed by you or your Representative.

Delegation of Investment Responsibility – Mainstar may, but is not required to, permit you to delegate your investment responsibility for your Account to another person acceptable to Mainstar by giving written notice of your delegation in a format Mainstar prescribes. If you wish to do so, please use Mainstar's Trading Authorization Form.

No amendment to, or waiver of, any written agreement with Mainstar will be effective except pursuant to a written agreement executed by Mainstar's duly authorized representative.

Any controversy arising out of or relating to your account agreement or activity shall be settled by arbitration in Johnson County, Kansas according to the rules of The American Arbitration Association.

Set Up Fee		
All Account Types	\$25	per account
Annual Account Fee*		
IRA – Traditional, Roth, SEP, SIMPLE	\$130	per year
All Others	\$300	per year
Annual Special Asset Fee*		
Public/Traded Security, Mutual Fund, Government Security	\$0	no charge
Non-traded REIT, non-traded Unit Trust, BDC	\$24	annual fee, per holding
LP, LLC, Private Stock, Debenture	\$45	annual fee, per holding
Private Promissory Note, Coin, Brokerage Account, Water Contract, Liability, Bullion Vault & Other Miscellaneous Asset	\$60	annual fee, per holding
Bitcoin IRA	\$10	monthly fee, per holding
Real Estate	\$200	annual fee, per holding
Statement Fee		
Electronic (available quarterly)	\$0	no charge
Annual Paper Statement	\$5	per year
Quarterly Paper Statement	\$10	per year
Monthly Paper Statement	\$25	per year
Purchase/Sale/Transfer/Distribution-in-Kind/Maturity/Corporate Action		
Public Asset	\$8	per transaction
Private Asset	\$25	per transaction
Promissory Note	\$75	per transaction
Real Estate	\$150	Per transaction
Periodic Distributions		
ACH	\$0	no charge
Check	\$10	per check
Outgoing Cash Transfers (sent via check only)		
Partial Cash Transfer	\$15	per transfer
As part of Account Closing	\$10	per closing
Closing Fee		
Before 1 st Anniversary	\$250	per account
After 1 st Anniversary	\$150	per account
Other Fees		
Recharacterization / Conversion – Assets	\$50	per instance
Recharacterization / Conversion – Cash Only	\$25	per instance
Excess Contribution Removal	\$25	per instance
Overnight Delivery	\$25	per package
Note Payment – Non-Serviced	\$10	per principal payment
Bank Activity – Wire Transfer, Overdraft, Stop Pay, Return Check	\$25	per item
Statement and Tax Form Reprints	\$10	per item
990T Processing	\$10	per item
Real Estate Related Expenses	\$10	per payment
Research/Special Services	\$50	per hour + \$25 reimbursement for mailing

* Account fees for accounts opened July 1, 2013 and after are incurred at time of set up and thereafter annually on the anniversary of the set up date. Account fees for accounts opened prior to July 1, 2013 are incurred annually in July. Neither account fees nor special asset fees are prorated. Special asset fees are incurred annually in July.

Invoices: Mainstar Trust will mail invoices quarterly only to accounts with fees due. Payment is due within thirty (30) days.

Other Service Fee Information: Please refer to the Section of your agreement entitled “Service Fees” for additional information regarding fees.

Please Note: Unfunded accounts and accounts with zero value continue to incur fees until written instruction to close the account is received and accepted by Mainstar Trust. However, Mainstar Trust may, in its sole discretion, close any account with an account balance valued less than \$250, in which case the account will incur the closing fee.



DISTRIBUTION REQUEST

214 West 9th Street
Onaga, KS 66521-0420
P) 800.521.9897
F) 913.901.4190
distributions@mainstartrust.com

Please Print or Type

Will distribution close account?

☐ Yes ☐ No

1. Accountholder Information

Account Name:		Date:	
Address:		Account Number:	
City State Zip:		Social Security Number:	
Phone Number:		Date of Birth:	

2. Method of Payment

Distributions to be made: Starting Date _____ ☐ Once ☐ Monthly ☐ Quarterly ☐ Annually
(MM/DD/YYYY)

☐ Check (default)

☐ Direct Deposit: ☐ ACH Information Already on File ☐ New ACH Information Attached (see page 2)

3. Cash Amount

I instruct the custodian to distribute from the above account:

☐ 1. The entire cash balance

☐ 2. \$ _____ (value of assets requested) - or - other _____

4. Securities to Distribute

Asset Description	Quantity	Liquidate Please submit Sale Authorization or Redemption form.	Distribute In Kind
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

5. Withholding Election – Substitute Form W-4R

<p>Withhold federal taxes of _____ % (0-100%) <small>Whole number only</small></p> <p>IRS regulations require the Custodian to withhold at least 10% of distribution if left blank.</p>	<p>Complete this section if you would like a rate of withholding that is different from the default withholding rate. See the instructions attached and the Marginal Rate Tables for additional information.</p> <p>Your withholding rate is determined by the type of payment you will receive.</p> <p>For non-periodic payments, the default withholding rate is 10%. You can choose to have a different rate by entering a rate between 0% and 100%. Generally, you cannot choose less than 10% for payments to be delivered outside of the United States and its possessions.</p> <p>I understand that I am still liable for the payment of Federal Income Tax on the amount received. I also understand that I may be subject to Federal Income Tax penalties under the estimated tax payment rules if my estimated tax payments and withholding are insufficient.</p>
<p>Kansas Residents Only:</p> <p><input type="checkbox"/> Withhold 5% regardless of my federal election.</p> <p><input type="checkbox"/> Do not withhold because I did not elect federal withholding.</p> <p>If you elect to withhold federal income tax and are a resident of Kansas, it is mandatory to have state income tax withheld at 5%.</p>	

6. Distribution Reason

I direct Mainstar Trust, Custodian to make a distribution from the IRA for the following reason:

- ☐ Normal Distribution & RMD (attained age 59 ½)
- ☐ Early distribution (under age 59 ½ - IRS penalty applies)
- ☐ Death distribution to beneficiary
- ☐ ROTH Early Distribution (under age 59 ½)
- ☐ ROTH Distribution (attained age 59 ½ or Death)
- ☐ SIMPLE IRA early distribution.
Date employee first participated _____
- ☐ Substantially equal payments (72t)
- ☐ IRA Excess Contribution Removal
Was the contribution made in a prior year?
☐ No (Code 8) ☐ Yes (Complete the following to determine the appropriate code)
Is contribution being removed prior to the tax return due date of the year for which the contribution was made?
☐ Yes (Code P) ☐ No (Use ____ Code 1 or ____ Code 7)

7. Direct Deposit Authorization

Complete if you want cash distribution deposited directly to your bank account.

I hereby authorize Mainstar Trust to electronically deposit money into the account referenced at the financial institution named below. This authorization is to remain in effect until I notify Mainstar Trust in writing on a Direct Deposit Authorization form of a cancellation or change. I understand it is my responsibility to verify that the money in the correct amount is credited to my account and to notify Mainstar Trust of any discrepancies. In the event money is deposited erroneously into my account, I authorize Mainstar Trust to debit my account not to exceed the amount of the erroneous credit. I hereby agree to hold Mainstar Trust harmless from any error or omissions Mainstar Trust may make in depositing or failing to deposit the requested amount to the designated account.

Account Information: Attach a voided check or a savings account deposit slip.

Please verify the ABA Routing Number with your financial institution for your account. These are the first nine (9) digits on your check or deposit slip. The accountholder is responsible for the accuracy of the ABA Routing Number.

BANK NAME: _____ ABA ROUTING NUMBER: _____

BANK PHONE: _____ ACCOUNT NUMBER: _____

ACCOUNT TYPE: (CIRCLE ONE) CHECKING SAVINGS



Attach voided
check here.

8. Signature

I certify that I am the proper party to receive payment(s) and that all information provided by me is true and accurate. I further certify that no tax advice has been given to me by the custodian.

Accountholder/Trustee Signature

Date

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.

Purpose of form. Complete Form W-4R to have payers withhold the correct amount of federal income tax from your nonperiodic payment or eligible rollover distribution from an employer retirement plan, annuity (including a commercial annuity), or individual retirement arrangement (IRA). See below for the rules and options that are available for each type of payment. Don't use Form W-4R for periodic payments (payments made in installments at regular intervals over a period of more than 1 year) from these plans or arrangements. Instead, use Form W-4P, *Withholding Certificate for Periodic Pension or Annuity Payments*. For more information on withholding, see Pub. 505, *Tax Withholding and Estimated Tax*.

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 in the Withholding Election section. 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-” in the Withholding Election section. 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 2024, your current withholding election (or your default rate) remains in effect unless you submit a Form W-4R.

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-” in the Withholding Election section. See Pub. 3920, *Tax Relief for Victims of Terrorist Attacks*, for more details.

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 the instructions 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.					

Specific Instructions

Withholding Election

More withholding. If you want more than the default rate withheld from your payment, you may enter a higher rate in the Withholding Election section.

Less withholding (nonperiodic payments only). If permitted, you may enter a lower rate in the Withholding Election section (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 above 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 in the Withholding Election section. (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 in the Withholding Election section. (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 in the Withholding Election section.

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" in the Withholding Election section.

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" in the Withholding Election section.

Privacy Act and Paperwork Reduction Act Notice. The IRS asks for the information on this form to carry out the Internal Revenue laws of the United States. You are required to provide this information only if you want to (a) request additional federal income tax withholding from your nonperiodic payment(s) or eligible rollover distribution(s); (b) choose not to have federal income tax withheld from your nonperiodic payment(s), when permitted; or (c) change a previous Form W-4R (or a previous Form W-4P that you completed with respect to your nonperiodic payments or eligible rollover distributions). To do any of the aforementioned, you are required by sections 3405(e) and 6109 and their regulations to provide the information requested on this form. Failure to provide this information may result in inaccurate withholding on your payment(s). Failure to provide a properly completed form will result in your payment(s) being subject to the default rate; providing fraudulent information may subject you to penalties.

Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their tax laws. The IRS may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The average time and expenses required to complete and file this form will vary depending on individual circumstances. For estimated averages, see the instructions for your income tax return.

If you have suggestions for making this form simpler, the IRS would be happy to hear from you. See the instructions for your income tax return.

1. Accountholder Information

Account Name:		Account Number:	
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2. Asset Information

Asset Name	Symbol or CUSIP	Shares or Dollar Amount To Sell (Choose One Only)	Sell @ Market Price	Sell @ Limit Price
		<input type="checkbox"/> Sell All Shares <input type="checkbox"/> Sell Partial Shares of _____ <input type="checkbox"/> Sell Dollar Amount of _____	<input type="checkbox"/> (Default if not elected)	\$
		<input type="checkbox"/> Sell All Shares <input type="checkbox"/> Sell Partial Shares of _____ <input type="checkbox"/> Sell Dollar Amount of _____	<input type="checkbox"/> (Default if not elected)	\$
		<input type="checkbox"/> Sell All Shares <input type="checkbox"/> Sell Partial Shares of _____ <input type="checkbox"/> Sell Dollar Amount of _____	<input type="checkbox"/> (Default if not elected)	\$

Mainstar is not a broker dealer. Mainstar will facilitate public trades with a broker of its choice. Proceeds of sale will be net of broker commissions. Timing of market trading will be subject to time of receipt by Mainstar and said broker. If no election is made on price, market price will be default. Limit Orders will not be executed unless the limit order price is met. Limit order are set for 180 days, unless otherwise directed.

3. Special Instruction Regarding Sale

Describe below any documents or instruments to be furnished by Mainstar Trust on your behalf in order to effect the sales transaction described above (other than a bond, stock certificate or other instrument evidencing the asset to be sold).

4. Delivery Options (Alternative Assets Only)

Redemption requests will be sent by regular mail unless indicated. Mailing fees will be charged to your Mainstar account as directed.	Optional: <input type="checkbox"/> USPS Priority Mail - \$10.00 <input type="checkbox"/> Overnight Delivery - \$25.00 <input type="checkbox"/> Use my overnight account (fee charged to billing number below) Company/Account Name: _____ Overnight Service: _____ Billing Number: _____ Billing Zip Code: _____
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Direction of Sale

I, the undersigned, hereby acknowledge, agree and represent: (1) that it is my sole responsibility to direct the sale of account assets and that Mainstar Trust, acting as custodian of the account, has no responsibility, discretion, or involvement in evaluating or selecting any assets for disposition, and no liability for any loss or damage that may result from or be associated with the transaction requested herein; (2) to indemnify and hold Mainstar Trust harmless from and against any and all claims, liabilities, causes of action, losses and expenses (including, without limitation, any court costs, attorney's fees and other expenses) asserted against or incurred by Mainstar Trust as a result of or in any way relating to any action I request or direct (whether in this Sale Authorization or otherwise); (3) that other than maintaining custody, Mainstar Trust has no obligation to take any action with respect to the assets sold pursuant to this Sale Authorization and that Mainstar Trust may condition any further action it may agree to undertake upon its receipt from me, in form satisfactory to it, of written instruction to undertake such action, together with such further agreement or undertaking of indemnification from me as Mainstar Trust may reasonably request; (4) that any action I request or direct (whether in this document or otherwise) is subject to all terms and conditions of the Account Agreement as amended from time to time.

Applicable to an IRA: (1) that the determination of whether the transaction directed hereby is a prohibited transaction under Internal Revenue Code ("IRC") Section 4975 depends on the facts and circumstances surrounding this sale and further that Mainstar Trust makes no determination as to whether a transaction is a prohibited transaction; (2) that I have consulted with such advisors as I deem necessary and appropriate and have determined that this transaction is not a prohibited transaction and that the contra-party or any affiliate thereof is not a "disqualified person" as defined in IRC Section 4975 (e)(2); (3) that engaging in a prohibited transaction will result in a taxable distribution equal to the fair market value of my account and may incur certain penalties and further that if such a deemed distribution takes place prior to my attaining age 59 1/2, an additional 10% premature distribution penalty may be imposed by the IRS; and (4) that Mainstar Trust, in order to protect its interests and in its sole discretion, may require me to obtain an opinion of counsel satisfactory to Mainstar Trust that this transaction does not constitute a prohibited transaction.

5. Signature

Signature of Accountholder Trustee or Authorized Account Representative:		Date:	
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