

Statement Date: August 15, 2019



Live Well at Accenture

<http://resources.hewitt.com/accenture>

HAI NGUYEN  
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## Accenture Retirement Savings Plans Rollover Contribution Form

### I. Instructions

This form must be completely and accurately filled out in order to have your rollover deposited into the Accenture Retirement Savings Plans. Please read this form carefully and follow the instructions provided. Prior to returning this form, we suggest that you call an Accenture Benefits Center representative if you have any questions.

If you don't completely and accurately fill out this form, or you don't provide the required documentation as specified below, **your request won't be processed**. Any missing or incomplete information will cause a delay in your rollover contribution being deposited into your account.

### II. Rollover Contribution

#### Rollover Amount

The amount you're rolling over is from (check applicable box):

☐ Prior employer plan ☐ Individual Retirement Account (IRA)

Name of prior employer plan [or IRA]: \_\_\_\_\_

Rollover contribution amount \$ \_\_\_\_\_

Your rollover will be applied as pre-tax dollars unless the documentation received from your prior employer plan indicates otherwise.



### Roth Begin Date

If you're rolling over any Roth balances by a direct rollover, the documentation from your prior employer plan must indicate your Roth begin date for you to receive credit for that date. If no date is received, your Roth begin date will be the earlier of the date your rollover contribution was deposited into the Accenture Plan or the date you first made a Roth contribution to the Accenture Plan.

### Investing Your Rollover Amount

Your rollover contribution will be invested based on your current investment elections already on file. If none exist, your rollover contribution will be invested in the applicable Vanguard Target Retirement Date Fund based on when you would attain age 65. To review or update your investment elections access the Live Well at Accenture website at <http://resources.hewitt.com/accenture> or call the Accenture Benefits Center toll-free at **1(877)-332-2242**.

If you're enrolled in Professional Management, your investment elections will be made by the investment advisor. If you are currently participating in automatic rebalancing, or later choose to participate in automatic rebalancing, your rollover monies will be rebalanced based on your ongoing election.

### Rollover Check

The rollover check, in the case of either a direct or 60-day indirect rollover, must be made payable to the Plan as follows:

- Accenture Retirement Savings Plans for the benefit of Hai Nguyen; or
- Accenture Retirement Savings Plans FBO Hai Nguyen.

To do a 60-day indirect rollover, you may also send the check that was made payable to you from your prior employer plan or IRA; however, you must first endorse the back of the check and make it payable to the Accenture Retirement Savings Plans. If you're doing a 60 day rollover and you wish to roll over the entire eligible amount, you'll have to find additional funds to replace the 20% withholding that was taken when the distribution was paid to you. The withholding portion of the distribution can be made up by sending in a money order or cashier's check payable to the Accenture Retirement Savings Plans.

Note: You have longer than 60 days to indirectly roll an amount as a result of a loan foreclosure (also known as a loan default or loan offset) from a prior plan. You have until your tax filing date for the taxable year in which such amount is treated as distributed from the prior plan.

Personal checks will **not** be accepted and will be returned to you.

### III. Certification

I certify that all information contained in this statement is complete and accurate. I certify that the amount of my rollover contribution represents only amounts that are eligible to be rolled over into the Accenture Retirement Savings Plans. If any of the rollover contribution is subsequently determined to be ineligible for rollover, I understand that the Plan will distribute the ineligible amount and any attributable earnings, if applicable.

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Signature

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Date

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#### IV. Next Steps

Keep a copy of this form for your records. Then fax or mail all pages of this completed, original form (not a copy), along with the required documentation and rollover check, to:

**Mail:**

Accenture Retirement Savings Plans  
c/o Accenture Benefits Center  
1000 S Perimeter Rd  
PO Box 7188  
Rantoul, IL 61866-7188

**Fax:**

1-847-554-1456

When faxing your information, do not include a cover sheet. Only fax this form, followed by any other required documentation. Your rollover check must be mailed to the address above. **Do not fax a copy of the check.**

Before returning this form, please check to make sure you have:

- ☐ Completed the appropriate item(s) that indicates what your rollover contribution represents under section II above.
- ☐ Attached copies of the proper documentation, as outlined under section D below, to this original form.
- ☐ Signed and dated the form under section III above.
- ☐ Enclosed the check for the rollover amount made payable to the Accenture Retirement Savings Plans FBO Hai Nguyen.
- ☐ Made a copy of this form for your personal records.

**Note:** Your request will be reviewed within 2-3 business days of receiving your documentation. If your rollover contribution can't be processed, you'll receive a notice explaining the reason(s) why and next steps.

**Detailed eligibility and documentation requirements can be found on the following pages.**

### Accenture Retirement Savings Plans Rollover Guidelines

#### A. General Information

In order to make a rollover contribution, you must:

- Be eligible to participate in the Accenture Retirement Savings Plans.
- Complete and return this form to the Accenture Benefits Center along with the proper documentation showing that the amount is eligible to be rolled over; and
- Enclose a check from your prior plan or individual retirement account (IRA), for the rollover amount. Please note that the Accenture Retirement Savings Plans does not accept share certificates as part of a rollover contribution.

If you haven't already designated a beneficiary in the Accenture Retirement Savings Plans, you must access the Live Well at Accenture website at <http://resources.hewitt.com/accenture> or call the Accenture Benefits Center toll-free at **1(877)-332-2242** to make your beneficiary designation.

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## B. What Can Be Rolled Over

### Rollover Type

Your rollover contribution to the Plan may be done by direct rollover or 60-day indirect rollover.

#### Direct Rollover

A direct rollover occurs when your prior employer plan [or individual retirement account (IRA)] makes the rollover payable directly to the Plan.

#### 60-Day Indirect Rollover

A 60-day indirect rollover occurs when the eligible amount is paid to you and you have 60 days from the date the distribution was made to deposit any of the eligible amount with the Accenture Retirement Savings Plans. If you're doing a 60-day rollover and you wish to roll over the entire eligible amount, you'll have to find additional funds to replace the 20% withholding that was taken when the distribution was paid to you.

Note: You have longer than 60 days to indirectly roll an amount as a result of a loan foreclosure (also known as a loan default or loan offset) from a prior plan. You have until your tax filing date for the taxable year in which such amount is treated as distributed from the prior plan.

### Eligible Amounts

The following amounts are eligible for rollover into the Plan:

- Pre-tax (taxable) amounts from an eligible employer plan. These are any amounts contributed to your account that you've not yet paid taxes on. This includes any pre-tax contributions, as well as the taxable earnings received on contributions to your account.
- After-tax (nontaxable) contributions from an eligible employer plan, direct rollover only. These are amounts you've already paid taxes on to a non-Roth account. Note: Earnings on after-tax contributions are considered a pre-tax amount that will be taxable to you.
- Roth amounts from an eligible employer plan, direct rollover only. These are amounts that you've contributed to a Roth account and already paid taxes on. It may also include the earnings received on the Roth contributions.
- Pre-tax (taxable) amounts from an IRA. You're responsible for ensuring that the rollover contribution you're making to the plan doesn't contain any after-tax (also known as nontaxable or nondeductible) amounts from an IRA.

### Eligible Plans

Employer plans eligible for rollover include:

- Any qualified plan under section 401(a) of the Internal Revenue Code (e.g., 401(k), defined benefit (pension) plan, employee stock ownership plan (ESOP))
  - Section 403(a) annuity
  - Section 403(b) plan
  - Section 457(b) governmental plan
  - Federal Thrift Plan
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## C. What Can't Be Rolled Over

### Ineligible Amounts

The following amounts aren't eligible for rollover into the Plan:

- Amounts from a Roth IRA
- After-tax (nontaxable) contributions you made to a traditional IRA (also referred to as nontaxable or nondeductible contributions)
- Amounts paid to you as part of a series of equal or almost equal payments that are made at least once a year and that will last for a) your lifetime (or your life expectancy), b) your lifetime and your beneficiary's lifetime (or your joint life expectancies); or c) a specified or expected period of ten or more years
- Required minimum distribution payments
- Hardship distributions
- Payments made to you as a nonspouse beneficiary or a nonspouse alternate payee
- Pass through dividend payments

## D. What documentation is required

### Required Supporting Documentation

You must provide documentation showing that the rollover contribution is from an eligible plan and is eligible to be rolled into the Accenture Plan. If sufficient documentation isn't provided, your rollover won't be processed until the necessary documentation is received.

To demonstrate that the rollover contribution is from an eligible plan and is eligible to be rolled into the plan, submit a copy of the distribution statement (also known as payment confirmation), IRS Form 1099-R, or letter that you received from your prior employer plan [or IRA] following your distribution. This documentation will likely include items such as:

- Plan Name
- Gross distribution (total amount of payment before deductions)
- Taxable amount (portion of the payment that will be taxable to you when you withdraw it from the plan)
- Federal withholding (taxes withheld from the payment)
- Date of distribution (required if you are doing an indirect rollover)
- Contributions you deferred as after-tax and/or Roth, if applicable
- Roth begin date, if applicable. (If no date is received, your Roth begin date will be the earlier of the date your rollover contribution was deposited into the Accenture Plan or the date you first made a Roth contribution to the Accenture Plan.)

Provide only copies of the supporting documentation and do not submit any original documentation (except for this form). Documentation submitted for rollover processing can't be returned to you.

To be approved, you must submit the required supporting documentation along with your check and signed Rollover Contribution Form.

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## For More Information



### **Online**

Live Well at Accenture  
at <http://resources.hewitt.com/accenture>



### **Phone**

Toll free at 1(877) 332-2242, between 9 a.m. and 5 p.m., Central time, Monday through Friday. (Outside the United States and Canada, use 1(847) 883-0829.)

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