

# Traditional Beneficiary IRA Distribution Form

## BENEFICIARY IRA ACCOUNTHOLDER INFORMATION

NAME, ADDRESS, CITY, STATE, AND ZIP	IRA ACCOUNT (PLAN) NUMBER
	DATE OF BIRTH
SOCIAL SECURITY NUMBER (SSN)/TAX IDENTIFICATION NUMBER (TIN)	DAYTIME PHONE NUMBER
RELATIONSHIP TO ORIGINAL DECEASED IRA OWNER/PLAN PARTICIPANT: <input type="checkbox"/> Spouse <input type="checkbox"/> Nonspouse <input type="checkbox"/> Minor Child	
ORIGINAL DECEASED IRA OWNER'S/PLAN PARTICIPANT'S: SSN _____ Date of Death _____	

<b>Distribution Reason</b> (select one) <input type="checkbox"/> Death <input type="checkbox"/> Transfer <input type="checkbox"/> IRS Levy <input type="checkbox"/> Revocation <input type="checkbox"/> Prohibited Transaction	<input type="checkbox"/> Correction of Excess Contribution Amount of Excess \$ _____ Earnings Attributable to excess (if applicable) \$ _____ <input type="checkbox"/> On or before my tax-filing due date, including extensions <input type="checkbox"/> In same year as excess contribution <input type="checkbox"/> In year after excess contribution <input type="checkbox"/> After my tax-filing due date, including extensions
<b>Recipient Information</b> (Complete for Transfer and IRS Levy transactions.)	<b>For Transfers Only:</b>
NAME, ADDRESS, CITY, STATE, AND ZIP	NAME OF ORIGINAL DECEASED IRA OWNER/PLAN PARTICIPANT
	SSN
DAYTIME PHONE NUMBER	IRA ACCOUNT (PLAN) NUMBER

## PAYMENT INSTRUCTIONS

NONPERIODIC PAYMENT ELECTION	PAYMENT METHOD	PAYMENT DETAIL (completed by financial organization)
I elect distributions to be paid in the following manner (select one): (1) <input type="checkbox"/> <b>Immediate Distribution</b> of \$ _____ . (2) <input type="checkbox"/> <b>Scheduled Distribution</b> I authorize automatic distributions of \$ _____ on a <input type="checkbox"/> monthly <input type="checkbox"/> annual <input type="checkbox"/> quarterly <input type="checkbox"/> other _____ basis, starting on _____. Continue scheduled distributions until I notify you in writing otherwise. (3) <input type="checkbox"/> <b>Other</b> (including transfers) _____	(1) <input type="checkbox"/> <b>Mail check to me.</b>  (2) <input type="checkbox"/> <b>Deposited into my account at this financial organization.</b> Account Type _____ Account Number _____  (3) <input type="checkbox"/> <b>Other</b> _____	Amount Requested \$ _____ Penalties Charged (-) _____ Administrative Fees (-) _____ <b>Subtotal</b> (amount subject to withholding) \$ _____ Federal Income Tax Withheld (-) _____ State Income Tax Withheld (if applicable) (-) _____ Local Tax Withheld (-) _____ <b>Net Amount Paid</b> \$ _____  Date of Distribution _____

**WITHHOLDING ELECTION** (See IRS Form W-8BEN if you are a foreign person.)

For your federal income tax withholding rate election, provide a Form W-4R to your IRA custodian/trustee. **If Form W-4R is not returned to the custodian/trustee, federal income taxes will be withheld from your distribution at the default 10% rate.**

For your state income tax withholding election, if allowed or as may be required under state law, complete the following information and return this form, and any other state withholding documentation that may also be required, to your IRA custodian/trustee.

- ☐ I elect to have \$ \_\_\_\_\_ or \_\_\_\_\_ % State income tax withheld from my IRA distribution (according to state law).
- ☐ I elect no state income tax withholding (according to state law).

**SIGNATURES**

I am the traditional beneficiary IRA accountholder or individual legally authorized to complete this form. I certify the accuracy of the information set forth in this form, and I authorize this transaction. I understand the custodian/trustee may require the completion of additional documents before processing any distribution. I assume full responsibility for any consequences associated with my distribution including any taxes and penalties owed. I acknowledge that the custodian/trustee cannot provide, and has not provided, me with legal advice. I agree to consult with a tax or legal professional for guidance.

Signature of Beneficiary IRA Accountholder

Date

Signature of Custodian/Trustee

Date

## ADDITIONAL INFORMATION

**Purpose.** The Traditional Beneficiary IRA Distribution Form is designed to assist in documenting a distribution reason, payment instructions, and withholding election for any necessary reporting.

**Additional Documents.** Applicable law or policies of the traditional beneficiary IRA custodian/trustee may require additional documentation. A separate distribution form must be completed for each distribution reason.

**For Additional Guidance.** It is in your best interest to seek the guidance of a tax or legal professional before completing this document. Your first reference should be the traditional beneficiary IRA agreement and disclosure statement you received upon establishing your traditional beneficiary IRA and/or amendments provided by your custodian/trustee. For more information, refer to IRS Publication 590-B, *Distributions from Individual Retirement Arrangements (IRAs)*, IRS Publication 505, *Tax Withholding and Estimated Tax*, IRS Form W-4R, *Withholding Certification for Nonperiodic Payments and Eligible Rollover Distributions*, instructions to your federal income tax return, or the IRS's web site at [www.irs.gov](http://www.irs.gov).

**Terms.** A general understanding of the following terms may be helpful in completing your transactions.

**Death.** This is a distribution taken by a beneficiary IRA accountholder of a deceased IRA owner or plan participant that is exempt from the premature-distribution penalty tax. A nonspouse beneficiary cannot roll over a death distribution.

**Excess Contribution.** An excess contribution occurs when the contribution amount exceeds allowable limits or when an ineligible individual makes a contribution.

**IRS Levy.** This is a distribution made to satisfy an IRS levy.

**Prohibited Transaction.** Violations of Internal Revenue Code (IRC) Section 4975 due to improper investment or use of traditional beneficiary IRA assets could result in the traditional beneficiary IRA assets becoming fully taxable.

**Revocation.** You may revoke your traditional beneficiary IRA on or before seven (7) days after the date of establishment.

**Transfer.** A transfer is the nonreportable movement of assets between IRAs of the same type.

**Recipient Information.** The Recipient Information section must be completed for a distribution due to a transfer to another traditional beneficiary IRA, a transfer to a former spouse's traditional beneficiary IRA due to divorce or legal separation, a transfer to a spouse's traditional IRA due to death (if sole beneficiary), or an IRS levy. Provide complete information regarding the entity receiving the assets. For transfers, provide the original deceased IRA owner's or plan participant's information.

**Relationship to Original Deceased IRA Owner/Plan Participant.** Check the spouse option if either of the following applies: (1) you are the original deceased IRA owner's/plan participant's surviving spouse, and you are the only beneficiary or (2) you are such surviving spouse, and one of multiple beneficiaries, and separate accounting applies.

**Withholding of Federal Income Tax.** Generally, federal income tax withholding applies to your traditional beneficiary IRA distributions. The method and rate of withholding depends on (a) the type of distribution you receive, (b) whether the distribution is delivered outside the United States or its possessions, and (c) whether you are a nonresident alien beneficiary. Because your tax situation may change from year to year, you may want to change your withholding election each year. You can change the amount to be withheld from a nonperiodic payment by using IRS Form W-4R, *Withholding Certification for Nonperiodic Payments and Eligible Rollover Distributions*, or IRS Form W-8BEN, *Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding and Reporting*.

**Nonperiodic Payments—10% Withholding.** Distributions from a traditional beneficiary IRA that are payable on demand are treated as nonperiodic payments. Periodic pension or annuity payments are not nonperiodic distributions. Periodic payments are not payable on demand. Your traditional beneficiary IRA custodian/trustee must withhold at a default 10% rate from your taxable traditional beneficiary IRA distributions unless you choose a different rate or choose not to have federal income tax withheld. You can choose not to have income tax withheld from a nonperiodic payment by using IRS Form W-4R, by indicating "0%" on line 2 and providing your correct tax identification number (TIN). Generally, your choice to have income tax withheld or not will apply to any later distribution from your traditional beneficiary IRA.

**Caution.** *If you do not provide your correct TIN, your traditional beneficiary IRA custodian/trustee cannot honor your request to have a lower (or no) income tax amount withheld and must withhold 10% of the payment for federal income tax.*

**Choosing Not to Have Income Tax Withheld in the Event of Your Death.** In the event of death, your beneficiary or estate can choose not to have income tax withheld from your payments by using Form W-4R. For an estate, the election to have no income tax withheld may be made by the executor or personal representative of the decedent. The executor/representative must provide the estate's TIN/employer identification number (EIN).

**Caution.** *There are penalties for not paying enough federal income tax during the year, either through withholding or estimated tax payments. New beneficiaries, especially, should see IRS Publication 505, Tax Withholding and Estimated Tax. It explains the estimated tax requirements and describes penalties in detail. You may be able to avoid quarterly estimated tax payments by having enough tax withheld from your traditional beneficiary IRA using Form W-4R.*

**Changing Your Withholding Choice.** Your withholding choice (or an election not to have withholding) on a nonperiodic payment, including an election for payments that began before 2022, will generally apply to any future payment from the same IRA. Provide a new Form W-4R to your IRA custodian/trustee if you want to change your federal withholding.

**Payments to Foreign Persons and Payments Outside the United States.** Unless you are a nonresident alien, generally withholding (in the manner described above) is required on any nonperiodic payments that are delivered to you outside the United States or its possessions and you cannot waive having federal income tax withheld or choose a withholding rate of less than 10% on Form W-4R. See IRS Publication 505, *Tax Withholding and Estimated Tax*, for additional details.

Nonresident aliens, nonresident alien beneficiaries, and foreign estates cannot use Form W-4R on the taxable portion of a nonperiodic payment that is from U.S. sources. See IRS Publication 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*, and IRS Publication 519, *U.S. Tax Guide for Aliens*, for details.

**State Withholding.** Your state law may allow or require state income tax withholding on any taxable distribution.

**Local Withholding.** Your local governing authority may allow or require local income tax withholding on any taxable distribution.