

## Rollover Contribution Form

### Instructions

Dear Employee/Plan Participant:

Thank you for choosing to roll your account balance into your company's retirement plan. To process your rollover quickly, you, Merrill and AXA XL must conform to certain rollover process rules dictated by the Internal Revenue Code (IRC). An acceptable Rollover application consists of three documents mailed to **AXA XL**. These documents are:

- The rollover contribution check
- Distribution qualification document(s)
- Completed & signed Rollover Contribution Form

1. Request your Rollover Contribution Check.

- A. For a **Direct Rollover**, contact your former qualified plan, or Roth 401(k) Plan or IRA administrator and request a rollover distribution check made payable to XL America, Inc. Employee Savings Plan, FBO (your name). Have this distribution check sent to your primary address.
- B. For an **Indirect Rollover** you must create a certified check made payable to XL America, Inc. Employee Savings Plan, FBO (your name). An **Indirect Rollover** is a distribution from a retirement plan or IRA that is paid directly to you that you are now trying to "roll" into your current retirement plan. The IRS requires that the rollover check be deposited at Merrill within 60 days from the day you receive your distribution check.

2. For both **Direct and Indirect Rollovers**, collect your Distribution Qualification Documents. Qualification documents prove to XL America, Inc. Employee Savings Plan and the IRS that the dollars are eligible for rollover.

- A. If your rollover contribution comes from a qualified retirement plan include one of the following documents.
- The distribution statement from your previous qualified plan. Most rollover distribution checks include a document (check stub) that shows that the source of the dollars are from an IRC qualified plan. All assets must be clearly identified as being either pre-tax or after-tax dollars.
  - A copy of your closing statement or a letter of distribution from the qualified plan showing the dollars (distribution check) that were distributed and that the distribution is an eligible rollover distribution.
- B. If the rollover distribution is from an IRA, send copies of **both** the opening IRA statement showing the original deposit, and the closing IRA statement. After-tax contributions in an IRA may NOT be rolled over to a qualified plan. Roth IRAs may not be rolled into the plan.
- C. If your **Direct Rollover** is from a designated Roth account, specify the year of your first Roth contribution to that plan, and provide documentation from the distributing plan that reflects the year of your first Roth Contribution and the breakdown of Roth contributions and earnings that comprise your **Direct Rollover**. Any Roth In-Plan Conversion Amounts will need to be identified separately along with the date and amount of each Roth In-Plan Conversion (specifically noting the pre-tax amount converted).

3. Complete and sign the Rollover Contribution Form. Make sure you select investments.

If you do not follow these instructions your rollover will be delayed. If you have concerns call the Merrill Employee Retirement Savings Center at **(800) 228-4015 between 08:00 am and 08:00 pm** Eastern Time any day that the New York Stock Exchange is open.



**XL America, Inc. Employee Savings Plan**

**Rollover Contribution Form**

**#610016**

Please use this form to make a rollover contribution to your 401(k) Savings & Investment Plan account from a qualified retirement plan or IRA and to indicate how you want the rollover invested. Read the instructions below before you complete the form.

- Complete Sections 1 through 5.
- Sign and date the completed form.
- Keep a copy of the completed form for your records.
- **Include a check payable to the XL America, Inc. Employee Savings Plan, FBO \_\_\_\_\_ (your name) (see section 3).**
- Return this completed form with your distribution qualification documents to:

**Merrill Retirement & Benefit Plan Services**  
**1400 American Blvd.**  
**Mail-Stop NJ2-140-03-50**  
**Pennington, NJ 08534**

**1. Personal Information**

*Please Print*

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Social Security Number

Name: \_\_\_\_\_  
Last First Middle Initial

Home Address: \_\_\_\_\_  
 \_\_\_\_\_  
City State Zip

Email Address \_\_\_\_\_ Date \_\_\_\_\_

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Date of Birth MM-DD-YYYY

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Preferred Contact Number

**2. 401(k) Participant (Check one of the items below)**

- I am currently enrolled in the 401(k) Plan.
- I am eligible to participate in the 401(k) Plan, but have not yet enrolled.

**3. Rollover Contribution (Check one of the items below)**

\$ \_\_\_\_\_ . \_\_\_\_\_

Please fill in the total dollar amount of your Rollover

### 3. Rollover Contribution (Check one of the items below) (Continued)

I am making a Direct Rollover from a:

- Qualified Retirement Plan of Pre-tax Dollars\*
- Rollover IRA\*\*\*\*
- Designated Roth Account\*\*\*\*\* 20\_\_\_\_\_ (YYYY)
- Roth In-Plan Conversion Amounts from a Qualified Plan\*\*\*\*\*

I am making an Indirect Rollover of funds received by me within the past 60 days from a:

- Qualified Retirement Plan or IRA of pre-tax dollars via certified/cashier's check equal to or less than the original eligible rollover amount
- Designated Roth account that is equal to or less than the amount of taxable earnings on the associated Roth 401k contributions\*\*\*\*\*

#### Attach your distribution qualification documents (see instructions).

\*Qualified Retirement plans include: 401(k), profit-sharing, money purchase, and defined benefit plans.

\*\*\*\*A "Rollover" IRA consists SOLELY of assets originally contributed directly to a QUALIFIED PLAN.

\*\*\*\*\*A designated Roth account is a separate account in a 401(k), 403(b) or governmental 457(b) plan that holds designated Roth contributions. I have specified the year of my first Roth contribution to that plan and have attached documentation that reflects the year of my first Roth contribution, and a breakdown of my total Roth contributions and earnings that comprise my direct rollover or indirect rollover.

\*\*\*\*\*Any Roth In-Plan Conversion Amounts will need to be identified separately along with the date and amount of each Roth In-Plan Conversion (specifically noting the pre-tax amount converted).

### 4. Investment Election (Check one of the items below)

- I am currently enrolled in the 401(k). Please invest my rollover according to my current investment direction.
- I want to invest my rollover according to the election indicated below. I understand that the percentages must be in 1% increments and must total 100%. A description of investment choices are available on Benefits OnLine at [www.benefits.ml.com](http://www.benefits.ml.com). If you make an invalid election or if no election is made, your rollover will be invested in your current investment direction on file. If you don't currently have an investment direction on file, your rollover will be invested in the **Advice Access Personal Manager**

AMERICAN EUROPACIFIC GROWTH R6	%	VANGUARD EXTENDED MARKET INDEX	%
BOSTON TRUST SMID CAP FD CL NA	%	VANGUARD INST INDEX PLUS	%
DODGE & COX INCOME FUND CL X	%	VANGUARD TOTAL BOND MKT	%
DODGE & COX STOCK CL X	%	VANGUARD TOTAL INTL CL INSTL	%
INVESCO STABLE VAL TRUST CL B1	%	<b>Total Must Equal 100%</b>	
STATE STREET TRGT 2020 VI RET	%		
STATE STREET TRGT 2025 VI RET	%		
STATE STREET TRGT 2030 VI RET	%		
STATE STREET TRGT 2035 VI RET	%		
STATE STREET TRGT 2040 VI RET	%		
STATE STREET TRGT 2045 VI RET	%		
STATE STREET TRGT 2050 VI RET	%		
STATE STREET TRGT 2055 VI RET	%		
STATE STREET TRGT 2060 VI RET	%		
STATE STREET TRGT 2065 VI RET	%		
STATE STREET TRGT VI INC RET	%		
STATE STREET U.S. INFLATION C	%		
T. ROWE PRICE LRG CP GR TR CL C	%		

#### 4. Investment Election (Check one of the items below) (Continued)

You give investment directions for your Plan account by selecting from investment choices provided under the Plan, as determined by the XL America, Inc. Employee Savings Plan, if you do not make an investment selection at enrollment, contributions will be allocated to the Advice Access Personal Manager, which has been selected by XL America, Inc. Employee Savings Plan.

Investing in these investment options, which are intended as long-term investments, involves risk, including the possible loss of principal. Investments in foreign securities or sector investment options, including technology or real estate stocks, are subject to substantial volatility due to adverse political, economic or other developments and may carry additional risk resulting from lack of industry diversification. Investment options that invest in small or mid-capitalization companies experience a greater degree of market volatility than those of large-capitalization stocks and are riskier investments. Fixed income portfolios have the same interest rate, inflation, and credit risks associated with the underlying bonds owned by the portfolio. Generally, the value of fixed income securities rises when prevailing interest rates fall and falls when interest rates rise. Investing in lower-grade debt securities ("junk" bonds) may be subject to greater market fluctuations and risk of loss of income and principal than securities in higher rated categories. There are ongoing fees and expenses associated with owning these investment options. Bear in mind that higher return potential is accompanied by higher risk.

**Investors should consider the investment objectives, risks, charges and expenses of investment options carefully before investing. This, and additional information about the investment options, can be found in the prospectuses and, if available, the summary prospectuses which can be obtained on Benefits OnLine® at [www.benefits.ml.com](http://www.benefits.ml.com) or by calling the Merrill Employee Retirement Savings Center at (800) 228-4015. Investors should read the prospectuses and, if available, the summary prospectuses carefully before investing.**

Advice Access is an online investment advisory program sponsored by Merrill Lynch, Pierce, Fenner & Smith Inc. ("MLPF&S" or "Merrill") that uses a probabilistic approach to determine the likelihood that participants in the program may be able to achieve their specified annual retirement income goal and/or to identify a potential wealth outcome that could be realized. The recommendations provided by Advice Access may include a higher level of investment risk than a participant may be personally comfortable with. Participants are strongly advised to consider their personal goals, overall risk tolerance, and retirement horizon before accepting any recommendations made by Advice Access. Participants should carefully review the explanation of the methodology used, including key assumptions and limitations as well as a description of services and related fees, which is provided in the Advice Access disclosure document (ADV Part 2A). It can be obtained through Benefits OnLine or through the Retirement Benefits Contact Center. Merrill offers a broad range of brokerage, investment advisory and other services. There are important differences between brokerage and investment advisory services, including the type of advice and assistance provided, the fees charged, and the rights and obligations of the parties. It is important to understand the differences, particularly when determining which service or services to select.

**IMPORTANT: The projections or other information shown in the Advice Access program regarding the likelihood of various investment outcomes are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. Results may vary with each use and over time.**

#### 5. Employee Certification

I certify that this rollover consists of an eligible rollover distribution from a plan or arrangement listed in Section 3 of this form. I certify that, (i) I'm entitled to this distribution as an employee or a spousal beneficiary, (ii) the distribution is not one of a series of periodic payments for life or a period of ten or more years, (iii) the distribution was not made from a qualified plan on account of hardship, and (iv) the distribution does not include an amount required to be distributed on account of the individual attaining age 70 ½ if you attained age 70 ½ prior to January 1, 2020). In addition, I certify that if this is an indirect rollover the amount was received by me from a qualified plan or IRA within 60 days. Finally, I certify that, except as expressly stated on this Rollover Form, the rollover contribution does not include after-tax contributions or amounts attributable to designated Roth contributions.

**I also certify that I have read the summary plan description of the 401(k) plan and have been advised to consult a tax specialist about the eligibility of this rollover.**

Participant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please make a copy of this form for yourself, and return the original to:**

**Merrill Retirement & Benefit Plan Services  
1400 American Blvd.  
Mail-Stop NJ2-140-03-50  
Pennington, NJ 08534**

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**Are Not Bank Guaranteed**

**May Lose Value**

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