## Siebert

Premiere Select®

# IRA Checkwriting Instructions and Terms and Conditions

### Helpful to Know

- You must be at least age 591/2.
- Checkwriting is not available on IRA Beneficiary
  Distribution Accounts ("BDAs") and Roth IRA BDAs,
  or SIMPLE IRAs. It is also not available to nonresident
  aliens, because of unique tax withholding requirements.
  - By establishing checkwriting on your IRA, you are also establishing the ability to make contributions to, and take distributions from, your IRA via Automated Clearing House (ACH) direct credits (processed as current year contributions) and direct debits (processed as normal distributions). The ACH feature authorizes National Financial Services LLC ("NFS") to accept contribution and distribution instructions from institutions that participate in the ACH program. You
- must contact an eligible ACH institution to initiate a transaction using the ACH feature.
- Checkwriting and ACH privileges are only available from funds held in the core account investment vehicle ("core account") in your IRA. Your core account must have sufficient funds to cover check/ ACH distributions and any federal and/or state income tax withholding, if applicable.
- Any checks that you write or ACH distributions you take from your IRA are considered IRA distributions and will be reported to the IRS on Form 1099-R as normal distributions for the year in which the check cleared.

### By signing this form, you:

- Authorize and request BNY Mellon ("the Bank") or any of its affiliated banks to provide you with checks to make distributions from the core account in your Premiere Select IRA identified on the attached form and to accept checks presented for payment.
- Authorize the Bank to direct National Financial Services LLC ("NFS") as agent for Fidelity Management Trust Company, the custodian of your IRA, to make the necessary distributions from your IRA to pay the check and the corresponding federal (and state, if applicable) income tax withholding unless you have elected not to have federal income taxes withheld.
- Agree, by using your first check, to be bound by the BNY Mellon Statement of Terms and Conditions. You further agree to be bound by the Premiere Select IRA and Roth IRA Custodial Agreement and Disclosure Statement as well as the core account money market mutual fund prospectus and Premiere Select Retirement Account Customer Agreement, all of which you have received, read and understand.
- Certify that you are at least age 59½. You understand that you will be responsible for payment to the IRS (as well as any applicable state and local taxing authority) for any income taxes due on distributions resulting from checks that you write. You understand that distributions of any earnings from a Roth IRA which do not satisfy the 5-Year Aging Period will be taxed as ordinary income and may be subject to a 10% penalty. Even if federal and/or state taxes are withheld, you

- understand that your actual taxes may be more or less than your withholding.
- Agree under penalty of law, not to write any checks and/or request distributions, which, in total, including any applicable federal and state tax withholding, would exceed the balance of your IRA.
- Agree to consult with your Broker-Dealer regarding any fees associated with Premiere Select IRA Checkwriting. Fees for check copies, stop payment orders and insufficient funds will be charged to your IRA two days after your request is received in good order, or, as the case may be, your check is presented for payment from your IRA. Fees for check reorders will be charged to your IRA the day your request is received in good order.
- Understand this authorization may be terminated by you at any time by written notification to your Broker-Dealer. Any notification shall be effective only with respect to entries after receipt of such notification and a reasonable time to act on it.
- Acknowledge you may write checks on the checking service, which is governed by the rules of the Bank, the appropriate provisions of the Uniform Commercial Code, and the applicable state and federal law.
- Understand that by electing the checkwriting privilege for your account, you may write checks on the checking account established with such bank as NFS may select from time to time, which shall be governed by the rules of the bank and applicable state and federal law

- Understand that checks will be dishonored if the Collected Balance in your account is insufficient to honor a check in full.
   Neither NFS nor the Bank are liable for any consequences of such dishonor.
- Agree to notify your Broker-Dealer immediately upon the loss or theft of checks associated with your account.
- Agree to be subject to the terms, conditions, guidelines, and rules applicable to your Premiere Select IRA, including your Premiere Select IRA and Roth IRA Custodial Agreement and Disclosure Statement now in effect and as may be amended from time to time, and of BNY Mellon as they pertain to the use of redemption checks.
- Acknowledge all checks will require your signature.
- Authorize the Bank to direct NFS to make the necessary distributions from your Premiere Select IRA to cover such checks, upon receipt of, and to the amount of, such checks and any applicable federal and state income tax withholding, drawn upon this account. In so acting, the Bank shall be liable only for its own negligence.
- Understand you will be subject to the Bank's rules, regulations and associated laws governing check collection including the Uniform Commercial Code as enacted in the state of Pennsylvania.
- Acknowledge a copy of the BNY Mellon Statement of Terms and Conditions applicable to your account will be enclosed with your initial checks.

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#### **Checks and ACH Distributions**

Distributions from your IRA to pay checks that are presented for payment (and the withholding amount, if applicable) are made on the day the check is delivered for payment by BNY Mellon (the "Bank") to NFS. The date of distribution will not be the date the check is written, or the date the check is deposited. ACH distributions will be reported on the date that funds leave your IRA. To make sure that the distribution is reported in the tax year you intend, you should obtain a Premiere Select IRA One-Time Distribution Request form so that you may make a timely written distribution request rather than writing a check or performing a distribution through ACH. This is particularly important if you are taking a distribution to satisfy IRA Required Minimum Distribution

rules; this checkwriting and ACH service is not intended to be used for meeting IRA Required Minimum Distribution rules. In addition, if you have established periodic distributions to satisfy your annual Required Minimum Distribution, any checks written or ACH distributions taken will not reduce the amount being distributed as part of your periodic distribution plan.

Checking and ACH activity is reported on monthly statements. Cancelled checks will not be returned to you. If you need a copy of a check contact your Broker-Dealer. To ensure that you have a sufficient amount in your core account to cover a distribution, verify your balance before writing a check or initiating an ACH distribution. If there are insufficient funds in your IRA core account to cover the amount of the distribution and any

withholding, your check will be returned or the ACH distribution will not be processed, as applicable, even if you have sufficient amounts in the other positions in your IRA. Do not use a check or request an ACH distribution to close your IRA.

### **ACH Contributions**

Contributions to your IRA via ACH direct credits, will be processed as Current Year Contributions. Any other type of contribution (including but not limited to prior year contributions, rollovers, SEP employer contributions) will not be accepted via ACH direct credits. Contributions that exceed the annual IRA contribution limit will be returned to the institution that initiated the ACH transaction.

Account Number								

### Premiere Select®

### **IRA Checkwriting**

Use this form to establish checkwriting on your Premiere Select Traditional IRA, Rollover IRA, Roth IRA, or SEP-IRA ("Premiere Select IRA") with your Broker-Dealer and held at National Financial Services LLC ("NFS"). Complete the entire form.

You should also confirm that your Broker-Dealer has your most current address prior to submission so that we can withhold appropriate taxes. See the General Instructions and the Marginal Rate Tables contained in the IRS Form W-4R at https://www.irs.gov/forms-pubs/about-form-w-4r for additional information. To update your address, contact your investment representative. Do not complete this form for Individual 401(k), Profit Sharing, or Money Purchase Plan accounts. Type on screen or fill in using CAPITAL letters and black ink.

Check here if you already have checkwriting on this account and this is a request to change federal and, if applicable, state income tax withholding amounts from future IRA checkwriting or ACH distributions.

Middle Name

Last Name

### 1. Account Owner

requested.							
2. Checkwriti	ng Feature						
	Note: If no feature is selected in this section, ACH will be added as the default.  ACH						
	Add ACH Submitting this form automatically adds ACH capabilities and access to Bill Pay.  Checkwriting						
Check one.	Add Checkwriting Indicate information to print on checks. If none is selected, default will be name and address.  Print Checks with Name(s) Only Print Checks with Name(s) and Mailing Address						
	Remove Checkwriting Outstanding checks may continue to be honored for a limited time after the checking feature has been canceled, as stated in the checking terms & conditions. All check books should be destroyed and a stop payment should be placed on any checks you do not wish to be cashed. If you would like to add the checkwriting feature and there has been 12 months or more time since the feature was removed, new paperwork						

### 3. Notice of Withholding

Read carefully before completing the Tax Withholding Election section of the form.

will be required to re-establish the feature.

Your IRA distributions, other than Roth IRA and Roth IRA BDA distributions, are subject to federal (and in some cases, state) income tax withholding unless you elect not to have withholding apply. Withholding will apply to the gross amount of each distribution, even if you have made non-deductible contributions. Moreover, failure to provide a U.S. residential address will result in 10% federal income tax withholding on the distribution proceeds even if you have elected not to have tax withheld (an IRS requirement as applicable). A Post Office Box or Personal Mail Box does not qualify as a residential address.

If you elect to have withholding apply (by indicating so on this request, by making no choice, or by not providing a U.S. residential address), federal income tax will be withheld from your IRA distributions (excluding Roth IRA and Roth IRA BDA distributions) at a rate of at least ten percent (10%). Federal income tax will not be withheld from a Roth IRA or Roth IRA BDA unless you elect to have such tax withheld. Generally, you can't choose less than 10% for payments to be delivered outside the United States and its possessions.

The IRA distribution may also be subject to state income tax withholding. See the "Federal and State Tax Withholding — IRA Withdrawals" at the end of this form for the IRA owner's state's withholding rules. The IRA owner's state of residence will determine his or her state income tax withholding requirements, if any. The IRA owner's state of residence is determined by his or her legal address of record provided for the IRA. Whether or not you elect to have federal, and if applicable, state income tax withheld, you are still responsible for the full payment of federal income tax, any state tax or local taxes, and any penalties which may apply to your distributions. Whether or not you elect to have withholding apply (by indicating so on your distribution request), you may be responsible for payment of estimated taxes. You may incur penalties under the IRS and applicable state tax rules if your estimated tax payments are not sufficient.

For residents of AR, CA, CT, DE, IA, KS, MA, ME, MI, NC, OK, OR, and VT: If federal income taxes are withheld from your IRA checkwriting distributions, state income taxes of at least your state's minimum amount or percentage will be withheld in addition to federal income tax withholding. If federal income taxes are not withheld from your IRA checkwriting distributions then state income taxes will not be withheld.

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### 3. Notice of Withholding

CT and MI generally require state income tax withholding of at least your state's minimum amount, regardless of whether you elect federal income tax withholding. If you elect out of federal tax withholding, you are also electing not to withhold state taxes. Therefore, you are representing to NFS that assets being distributed are not subject to CT or MI withholding.

**Important:** State tax withholding rules can change and the rules cited above may not reflect the current ruling of your state. Consult with your investment representative to obtain the most up-to-date information pertaining to your state.

**Note:** Your state of residence will determine your state income tax withholding requirements, if any. Your state of residence will be determined by your legal address of record provided for your IRA. State income tax withholding, if applicable, will be calculated in accordance with the regulations of your state of residence. Contact your tax advisor or state agency to determine your state's specific withholding requirements or for questions regarding your personal tax situation.

If you are **not** a legal resident of any of the states listed above, state income tax will not be withheld from your IRA checkwriting distributions.

### 4. Tax Withholding Election

Your withholding election is applicable to both checkwriting and ACH direct debit distributions.

See "Federal and State Tax Withholding — IRA Withdrawals" at the end of this form. If you are not a U.S. person (including a resident alien individual), do NOT complete this section. Instead, the nonresident alien tax withholding rate of 30% will apply. Complete if you would like a rate of withholding that is different from this default withholding rate. You should review the General Instructions and the Marginal Rate Tables contained in the IRS Form W-4R at https://www.irs.gov/forms-pubs/about-form-w-4r for additional information.

Check one.

☐ Do not withhold federal income tax from my IRA distributions.

If no election is made, federal income tax will be withheld from your distributions at a rate of 10%.

Withhold federal income tax from my IRA distributions at the rate of 10% (not available for Roth IRA distributions). I understand that if I am a resident of AR, CA, CT, DE, IA, KS, MA, ME, MI, NC, OK, OR, or VT, state income taxes of at least my state's minimum amount or percentage will be withheld in addition to federal income tax withholding at the time of the checkwriting distributions.

**Note:** The withholding instructions you indicated above will be effective for each distribution by check or ACH from your IRA until you notify NFS in writing to change your withholding election.

### 5. Signature and Date Form cannot be processed without signature and date.

By signing this form, you:

- Certify that the information supplied on this form is complete and accurate.
- Confirm, if you are not a U.S. person (including a resident alien individual), you have previously submitted IRS Form W-8BEN.
- Have viewed, read, and understand the IRS Instructions for Form W-4R.
- Certify that the address associated with this account is current and up to date.
- Indemnify and hold harmless your Broker-Dealer, NFS, Fidelity Management Trust Company and their officers, directors,

employees, agents, affiliates, shareholders, successors, assigns and representatives from any liability in connection with following the instructions in this form, including any liability in the event that you fail to meet the IRS requirements regarding distributions from your IRA.

### The Account Owner must print name, sign, and date here

The Account Owner must print hame, sign, and date here.	
Print Account Owner Name First, M.I., Last	
Account Owner Signature	Date MM-DD-YYYY
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National Financial Services LLC, Member NYSE, SIPC

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