

## Exchange/Transfer/Rollover to WEA Member Benefits

If you are exchanging, transferring, or rolling over from more than one company, please complete a separate form for each. If you are exchanging, transferring, or rolling over from an annuity contract, please complete the annuity replacement form on page 4.

### 1. Participant Information

Social Security No. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Name \_\_\_\_\_ Employer \_\_\_\_\_  
 Last First Middle  
 Address \_\_\_\_\_ Hire Date \_\_\_\_\_  
 City State ZIP Retire Date \_\_\_\_\_  
 Phone (\_\_\_\_\_) \_\_\_\_\_ WEAC ID No. (if applicable) \_\_\_\_\_  
 E-Mail \_\_\_\_\_

### 2. Transaction Type

- 403(b) Exchange (with the same employer plan.)  
 403(b) Transfer (from previous employer's plan to current employer's plan.)  
 IRA Transfer (like plan to like plan.)  
 Rollover (from another type of plan.): Complete Section 3 if you are rolling over from an employer-sponsored plan.

### 3. Distributable Event *(Complete this section if completing an employer-sponsored plan rollover.)*

Employer-sponsored plan rollovers require a distributable event. Please indicate your applicable event.

- age 59½  Separation From Service  Disability  Beneficiary  QDRO

### 4. Releasing Company Account Information

Outgoing account number: \_\_\_\_\_ *Enclose a copy of your most recent statement.*

Distributing company is required to withhold any required minimum distribution from a rollover.

- Check here if transfer is from a WEA TSA Trust 403(b) account or a WEA Member Benefits IRA account.

Releasing Company Name (not agent): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

### 5. Releasing Company Account Type *(A copy of your most recent statement is required to process.)*

- |   |  |
|---|--|
| <input type="checkbox"/> 403(b)<br><input type="checkbox"/> elective before-tax <input type="checkbox"/> elective Roth <input type="checkbox"/> nonelective | <input type="checkbox"/> 457(b) governmental plan <i>(Separation from service is required.)</i><br><input type="checkbox"/> before-tax <input type="checkbox"/> Roth |
| <input type="checkbox"/> Traditional IRA <i>(Nondeductible contributions may not be transferred to your TSA account.)</i>                                   | <input type="checkbox"/> 401(k) plan<br><input type="checkbox"/> before-tax <input type="checkbox"/> Roth <input type="checkbox"/> after-tax                         |
| <input type="checkbox"/> Roth IRA   | <input type="checkbox"/> 401(a) plan   |
| <input type="checkbox"/> SEP (Simplified Employee Pension) IRA  | <input type="checkbox"/> Inherited Traditional IRA*  |
| <input type="checkbox"/> SIMPLE (Savings Incentive Matching Plan for Employees) IRA <i>(IRA must be at least two years old.)</i>                            | <input type="checkbox"/> Inherited Roth IRA  |

#### \*Inherited IRA Only

If transfer/rollover is from an inherited account, please complete the following:

Name of deceased \_\_\_\_\_ Deceased date of birth \_\_\_\_\_

Relation to deceased \_\_\_\_\_ Deceased date of death \_\_\_\_\_

**You must satisfy your required minimum distribution prior to transfer/rollover.**

**6. WEA Account Type** *(Select only one option.)*

- 403(b)
- Traditional IRA
- Roth IRA
- SEP IRA
- Inherited Traditional IRA
- Inherited Roth IRA

**7. Amount of Exchange/Transfer/Rollover**

I request the following to be liquidated and transferred/rolled over (select one):

- Total exchange/transfer/rollover.
- Partial exchange/transfer/rollover \$\_\_\_\_\_.
- The amount not subject to surrender charges.

**8. Mailing Instructions** *ACH and Wire instructions are provided on the Letter of Acceptance.*

Please make checks payable to:

**WEA Member Benefits**

FBO (\_\_\_\_\_ and \_\_\_\_\_)

c/o Newport Trust Company  
P.O. Box 22214  
New York, NY 10087-2214

**9. Required Minimum Distribution (RMD)**

If you are age 72 or older, or have reached age 70½ prior to January 1, 2020, the releasing company must distribute your current year RMD prior to effecting this transaction. If you do not take your RMD, the IRS may impose a 50% penalty on the amount that should have been distributed.

Are you age 72 or older this year, or reached age 70½ or older prior to January 1, 2020?  Yes  No

Has the current year RMD been satisfied?  Yes  No

**10. Switch Acknowledgement**

The following section is designed to help you decide whether this transaction is appropriate for you. Although the decision to effect this transaction is entirely your own, by completing the section we may be able to provide you some educational information with respect to certain common fees and investment structures. Generally, we do not recommend the sale of products with high surrender fees or contingent deferred sales charges (CDSCs). This section and any subsequent information we provide to you is for informational purposes only. For detailed advice and recommendations, you should consult with your financial advisor or accountant.

<p style="text-align: center;"><b>Company Assets Coming From</b> (optional)</p> <p><b>Company Name:</b> _____</p> <p><b>Product Type:</b>  <input type="checkbox"/> Variable Annuity   <input type="checkbox"/> Fixed Annuity  <input type="checkbox"/> Mutual Funds   <input type="checkbox"/> Other</p> <p><b>Surrender Fee/CDSC:</b> _____</p> <p><b>When Surrender Fee/CDSC will expire:</b> _____</p>	<p style="text-align: center;"><b>Company Assets Moving To</b></p> <p><b>Plan Number:</b> _____</p> <p><b>Surrender Schedule:</b> <u>None</u></p> <p><b>Loads:</b> <u>None</u></p>
--	--

**11. Before You Sign**

**Contact your current provider to ask about:**

- Possible surrender charges and termination fees.
- Deferred loads, if liquidating mutual funds.
- Any paperwork or special requirements the releasing company may require.
- If a signature guarantee required by releasing company.
- Does releasing company require you to liquidate your holdings prior to transfer.

**Complete page 4, Notice to Applicant Regarding Replacement of Annuities or Life Insurance by Annuities.**

**Attach a copy of your most recent releasing company account statement (required to process).**

**Mail all paperwork to WEA Member Benefits, P.O. Box 7893, Madison, WI 53707-7893.**

**12. Employer/Third-Party Administrator (TPA) Signature(s) (Applies to 403(b) only.)**

Employer signature confirms that WEA TSA Trust is an approved vendor and/or there is an information sharing agreement on file and exchanges are allowed in school district plan.

Current Employer/TPA Signature \_\_\_\_\_ Date \_\_\_\_\_

Former Employer Name (for transfers only) \_\_\_\_\_ Termination Date \_\_\_\_\_

Former Employer/TPA Signature (for transfers only) \_\_\_\_\_ Date \_\_\_\_\_

**13. Authorization to Liquidate**

I authorize the releasing company to liquidate and transfer/rollover the liquidated assets and to send any records or documents needed to complete the transfer/rollover to the WEA TSA Trust. I have no outstanding loans on the account I am exchanging/transferring/rolling over.

I am aware of the aforementioned fees (assessed by the releasing company) that may be involved with this transaction.

The releasing company **may** require your signature to be guaranteed by an authorized signature guarantor. This service is available at most banks, brokers, and other financial institutions.

**Notary public signatures are not accepted as they do not provide reimbursement in case of fraud.**

Do not sign this form until you are in the presence of the authorized person providing the signature guarantee.

Place signature guarantee stamp here  
**(if applicable).**

We will invest using your existing allocation information on file. If your account does not have allocation information already on file, please contact a Retirement and Investment Specialist at 1-800-279-4030. You also acknowledge you received WEA Form CRS.

**Participant's Signature (required)** \_\_\_\_\_ **Date** \_\_\_\_\_

**We require all original signatures on this form. We cannot accept faxes.**

**Releasing Company**

**IRS regulations require you to provide this information for Roth 403(b) or Roth 401(k) accounts only:**

Is this a qualified distribution?  Yes  
 No The calendar year of the first contribution is: \_\_\_\_\_

The portion of this distribution representing basis (contributions) is: \_\_\_\_\_



Authorized Releasing Company Signature \_\_\_\_\_

**NOTICE TO APPLICANT REGARDING REPLACEMENT OF ANNUITIES  
OR LIFE INSURANCE BY ANNUITIES**

This notice is for your benefit and is required by regulation. If you are urged to purchase an annuity and to surrender, lapse, or in any other way change the status of existing life insurance or annuities, the agent is required to give you this notice. When considering replacement of an existing annuity with a new annuity contract, you should be aware of the following:

- It is to your advantage to receive the advice of the present life insurance company regarding the proposed replacement or change of existing policies. The life insurance company to whom you are applying for the new policy is required by regulation to advise the home office of the company or companies that sold the existing policy or policies of the proposed replacement.
- Some of the reasons it may be disadvantageous to purchase new or change existing life insurance or annuities in favor of new life insurance or annuities are:
  - In the case of an annuity replacement, you may be required to pay a surrender charge for the annuity that is being replaced. You will want to consult with your present provider to determine any such charge.
  - Existing policies may have more favorable provisions than new policies.
  - Replacement may result in loss of a guaranteed benefit.
  - If you are replacing a life insurance policy, be aware that the present insurance company can often make a desired change on terms that would be more favorable than if you replaced existing life insurance policies with new policies.
- For the reasons stated above, it may be disadvantageous to change an existing life insurance policy or to borrow against its loan value beyond your expected abilities or intention to repay in order to obtain funds for premiums on a new policy.
- There may be a situation when a replacement is advantageous. However, for your protection, you should receive the comments of the present insurance company and determine any potential surrender charges before arriving at a decision in this important financial matter.

The annuity(ies) I intend to purchase from WEA Tax Sheltered Annuity (TSA) Trust may replace an existing annuity policy(ies). The following policy(ies) may be replaced as a result of this transaction:

Current carrier as it appears on the policy	Participant as it appears on the policy	Account/contract number
_____	_____	_____
_____	_____	_____

**I hereby acknowledge that I received and completed this form regarding replacement of annuities or life insurance before I signed the documents for the proposed new annuity.**

Pay special attention to possible surrender charges in the contract that you are exchanging, transferring, rolling over to a WEA TSA Trust account.

WEA TSA Trust is a not-for-profit organization. TSA fees are limited to an administration charge of 0.35% to a maximum of \$500 per calendar year. WEA TSA Trust accounts do not have a surrender charge or surrender period and do not include variable annuities.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Social Security No. \_\_\_\_\_

Signature of Agent \_\_\_\_\_ Date \_\_\_\_\_  
(WEA Trust Member Benefits Agent)



**WEA Investment Services, Inc., and WEA Financial Advisors, Inc.  
Form CRS Client Relationship Summary as of June 24, 2020**

<p><b>Introduction</b></p>	<p>WEA Investment Services, Inc., (WEA IS) is registered with the Securities and Exchange Commission (SEC) as a broker-dealer and is a member of the Financial Industry Regulatory Authority (FINRA). WEA Financial Advisors, Inc., (WEA FA) is an SEC-registered investment advisor. Both WEA IS and WEA FA are subsidiaries of the WEA Member Benefit Trust. WEA IS and WEA FA together are referred to as “we,” “our,” and “us.” Brokerage services and investment advisory services and fees differ, and it is important for you to understand these differences. Free and simple tools are available to research firms and financial professionals at <a href="http://Investor.gov/CRS">Investor.gov/CRS</a>, which also provides educational materials about broker-dealers, investment advisers, and investing.</p>
<p><b>What investment services and advice can you provide me?</b></p>	<p>We offer our brokerage and investment advisory services to certain and specific groups, focused primarily on K–12 public educators and their families. A current description of eligible groups can be found on our Web site, <a href="http://weabenefits.com/family">weabenefits.com/family</a>.</p> <p>WEA IS offers brokerage services to retail investors of proprietary 403(b) and IRA programs provided through our affiliates. WEA IS provides recommendations with respect to account type but does not provide recommendations with respect to your investment options. WEA IS does not buy or sell securities on behalf of your account(s); however, our registered representatives take orders to execute transactions on behalf of your account(s). WEA IS will refer you to WEA FA for advice and/or recommendations regarding investments. While WEA IS remains available to assist you, WEA IS does not monitor your account(s).</p> <p>WEA FA offers investment advisory services to retail investors, including Portfolio Analysis, Retirement Income Projection, and Retirement Income Analysis services and ad hoc hourly consulting services. WEA FA also offers the following investment programs: Personal Investment Accounts, Managed Account Solutions, and WEA Model Portfolios.</p> <p>As a part of WEA FA’s standard services, WEA FA monitors the following programs on a periodic basis: Personal Investment Accounts, Managed Account Solutions, and WEA Model Portfolios.</p> <p>The affiliated 403(b) and IRA programs and WEA FA retail investment programs are limited menu products that allow standardized investment options and WEA FA-developed and maintained asset allocation models. An investment committee of our affiliates oversees the 403(b), IRA, and model portfolio investment platforms.</p> <p>Generally, our brokerage and investment advisory services are offered on a non-discretionary basis, meaning that you make the ultimate decision regarding account type and the purchase or sale of your investments, and that you may accept or reject any recommendation. In the case of Personal Investment Accounts, Managed Account Solutions, and WEA Model Portfolios programs, WEA FA provides its investment advisory services on a discretionary basis.</p> <p>We do not impose an account minimum; however, to be eligible for the Managed Account Solutions program, the aggregate account value of your 403(b) and IRA accounts must reach or exceed \$50,000.</p>



**WEA Investment Services, Inc., and WEA Financial Advisors, Inc.  
Form CRS Client Relationship Summary as of June 24, 2020**

	<p><i>For additional information, please see Items 4 and 7 in WEA FA's Form ADV, Part 2A brochure (Brochure), available at <a href="https://files.adviserinfo.sec.gov/IAPD/Content/Common/crd_iapd_Brochure.aspx?B_RCHR_VRSN_ID=616404">https://files.adviserinfo.sec.gov/IAPD/Content/Common/crd_iapd_Brochure.aspx?B_RCHR_VRSN_ID=616404</a> and <a href="http://weabenefits.com/disclosures">weabenefits.com/disclosures</a> for WEA IS's Regulation Best Interest disclosures.</i></p> <p>Questions to ask us:</p> <ul style="list-style-type: none"><li>• Given my financial situation, should I choose an investment advisory service? Should I choose a brokerage service? Should I choose both types of services? Why or why not?</li><li>• How will you choose programs and/or investments offered to me?</li><li>• What is your relevant experience, including your licenses, education, and other qualifications? What do these qualifications mean?</li></ul>
<p><b>What fees will I pay?</b></p>	<p>WEA IS does not charge fees. The affiliated 403(b) program will charge you 0.35% of your account balance with a cap of \$500 per year. For the affiliated IRA program, you will pay 0.45% with an annual cap of either \$600 for Wisconsin Education Association Council (WEAC) members or \$750 for non-WEAC members. The minimum account fee is \$25 per calendar year for accounts without active contributions. Investment returns are net of internal mutual fund expenses.</p> <p>WEA FA charges a flat fee for individual financial planning services, including its Portfolio Analysis, Retirement Income Projection, and Retirement Income Analysis services. WEA FA charges an hourly rate for its ad hoc consulting services.</p> <p>If you are enrolled in the Personal Investment Accounts or Managed Account Solutions programs, you will be charged an advisory fee based on the assets held in your account(s) and will be billed quarterly in arrears. The more assets in your account(s), the more you will pay in fees, and we may therefore have an incentive to encourage you to increase the assets in your account(s). If you are enrolled in the WEA Model Portfolios program, you will not be charged an advisory fee.</p> <p>With respect to the Personal Investment Accounts, Managed Account Solutions, and WEA Model Portfolios programs, you will also incur any applicable platform fees, administrative fees, internal charges imposed by mutual funds and exchange-traded funds, record-keeping fees, broker commissions, interest charges, taxes and other fees and expenses incidental to the purchase and sale of investments in your account.</p> <p>You will pay fees and costs, whether you make or lose money, on your investments. Fees and costs will reduce any amount of money you make on your investments over time. Please make sure you understand what fees and costs you are paying.</p> <p><i>For additional information, please see Item 5 in WEA FA's Brochure, available at <a href="https://files.adviserinfo.sec.gov/IAPD/Content/Common/crd_iapd_Brochure.aspx?B_RCHR_VRSN_ID=616404">https://files.adviserinfo.sec.gov/IAPD/Content/Common/crd_iapd_Brochure.aspx?B_RCHR_VRSN_ID=616404</a> and <a href="http://weabenefits.com/disclosures">weabenefits.com/disclosures</a> for WEA IS's Regulation Best Interest disclosures.</i></p> <p>Questions to ask us:</p> <ul style="list-style-type: none"><li>• Help me understand how these fees and costs might affect my investments. If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?</li></ul>



**WEA Investment Services, Inc., and WEA Financial Advisors, Inc.  
Form CRS Client Relationship Summary as of June 24, 2020**

<p><b>What are your legal obligations to me when providing recommendations as my broker-dealer or when acting as my investment adviser? How else does your firm make money and what conflicts of interest do you have?</b></p>	<p>When we provide you with a recommendation as your broker-dealer or act as your investment adviser, we have to act in your best interest and not put our interest ahead of yours. At the same time, the way we make money creates some conflicts with your interests. You should understand and ask us about these conflicts because they can affect the recommendations and investment advice we provide you. Here are some examples to help you understand what this means.</p> <p>The programs that we offer are primarily limited to proprietary programs offered by our affiliates such as the 403(b) and IRA programs. Our affiliates directly and indirectly compensate us for offering their programs. This creates a conflict of interest in that we are unable to offer other programs that may better suit your needs.</p> <p>Certain mutual fund companies give our affiliates record-keeping reimbursements based on the amount of funds placed with them. We therefore have an incentive to promote proprietary programs offered by our affiliates because our affiliates use record-keeping reimbursements to offset program fees and expenses, including investment professional salaries.</p> <p>Questions to ask us:</p> <ul style="list-style-type: none"> <li>• How might your conflicts of interest affect me, and how will you address them?</li> </ul> <p><i>For additional information, please see Item 4 in WEA FA's Brochure, available at <a href="https://files.adviserinfo.sec.gov/IAPD/Content/Common/crd_iapd_Brochure.aspx?BCHR_VRSN_ID=616404">https://files.adviserinfo.sec.gov/IAPD/Content/Common/crd_iapd_Brochure.aspx?BCHR_VRSN_ID=616404</a> and <a href="http://weabenefits.com/disclosures">weabenefits.com/disclosures</a> for WEA IS's Regulation Best Interest disclosures.</i></p>
<p><b>How do your financial professionals make money?</b></p>	<p>Our investment professionals are compensated with an annualized base salary and a non-individualized discretionary annual bonus based on the overall growth of our affiliate programs, including new business and retention. Our investment professionals do not earn commissions and are not compensated on a transaction basis.</p>
<p><b>Do you or your financial professionals have legal or disciplinary history?</b></p>	<p>No. Visit <a href="http://Investor.gov/CRS">Investor.gov/CRS</a> for a free and simple search tool to research us and our financial professionals.</p> <p>Questions to ask your broker:</p> <ul style="list-style-type: none"> <li>• As a financial professional, do you have any disciplinary history? For what type of conduct?</li> </ul>
<p><b>Additional Information</b></p>	<p><i>For additional information about our services, please see our Brochure, visit <a href="http://weabenefits.com">weabenefits.com</a>, or contact our Compliance Coordinator at 1-800-279-4030 or <a href="mailto:retirement@weabenefits.com">retirement@weabenefits.com</a>. If you would like additional, up-to-date information or a copy of this disclosure, please call 1-800-279-4030.</i></p> <p>Questions to ask us:</p> <ul style="list-style-type: none"> <li>• Who is my primary contact person?</li> <li>• Is he or she a representative of an investment adviser or a broker-dealer?</li> <li>• Who can I talk to if I have concerns about how this person is treating me?</li> </ul>