

Thank you for choosing Talcott Resolution. Enclosed you will find the form(s) you recently requested from one of our Annuity Service Specialists. Before completing the form(s), please read all instructions carefully.

Also keep in mind the following:

- Many forms can be faxed back to Talcott Resolution. If a transaction type is eligible, the fax number listed below may be used to submit your request. NOTE: Once your document has been faxed, please allow 2-3 hours for it to become available for viewing.
- In most cases, a notarization is not required. We may, however, request this once your form is received if the signature on the form does not match the signature we have on file or we do not have a signature on file for comparison.

### **Processing Time Frames**

#### Variable Annuity Liquidation/Annuitization

If your completed form is received in good order prior to the close of the New York Stock Exchange, it will be processed the same day it is received and funds will leave Talcott Resolution the following business day. Please allow 7-10 business days for delivery via regular mail. Funds sent via EFT or wire should be posted to your bank account within 2-3 business days.

#### **Fixed Annuity Liquidation/Annuitization**

Once your completed form is received in good order, it will be processed within 7-10 business days and the funds will leave Talcott Resolution the following business day. Please allow 7-10 business days for delivery via regular mail. Funds sent via EFT or wire should be posted to your bank account within 2-3 business days.

#### Enrollment Forms (Automatic Income, Required Minimum Distribution, InvestEase)

Once your completed form is received in good order, it will be processed within 30 business days.

#### All Other Forms

Once your completed form is received in good order, it will be processed within 2-4 business days.

NOTE: Confirmations for all transaction types will be generated on the business day following the day your request is processed.

### **Fax Number and Mailing Addresses**

We must receive your signed request in Good Order at our Administrative Office. If you choose to fax your request, use the fax number below. If you choose to mail overnight, please use our street address below. If you choose to use regular mail, we recommend using the P.O. Box address below.

Fax:	For private express mail with tracking number:	For standard mail delivery without tracking number:
1-860-380-3280	Talcott Resolution - Annuity Service Operations 1338 Indian Mound Drive Mt. Sterling, KY 40353	Talcott Resolution - Annuity Service Operations P.O. Box 14293 Lexington, KY 40512-4293

### **Contact Information**

Clients:	Investment Professional:	Online:
Call 1-800-862-6668	Call 1-800-862-7155	www.talcottresolution.com

Talcott Resolution consists of Talcott Resolution Life, Inc., a holding company for a group of insurance and non-insurance subsidiaries that administers life and annuity products previously sold or acquired. These insurance companies include Talcott Resolution Life Insurance Company, Talcott Resolution Life and Annuity Insurance Company, American Maturity Life Insurance Company and Talcott Resolution International Life Reassurance Corporation.

Annuities issued by Union Security Insurance Company or Union Security Life Insurance Company of New York are administered by Talcott Resolution Life and Annuity Insurance Company and Talcott Resolution Life Insurance Company, respectively.

Please do not return this page with the forms you are submitting.



Use this form if you want to:

- receive the Required Minimum Distribution (RMD) from your annuity automatically each year
- request the RMD for the current tax year only
- notify us that your RMD has been satisfied for the current tax year

#### **Important Information**

Surrenders in excess of applicable withdrawal limits can severely affect the value of any guaranteed withdrawal benefit and/or guaranteed death benefit under your annuity contract. Such surrenders may reduce your benefits on a proportional basis rather than by the dollar amount actually surrendered and may also lock in your annual available withdrawal percentage and/or terminate your Deferral Bonus. It is important for you to understand what impacts a surrender may have upon your annuity contract before requesting a surrender. You may contact us for a calculation showing the impact of your surrender. Please see your prospectus and annuity contract or rider for more information on withdrawal limits.

Do not complete this request without discussing it with your Investment Professional and reviewing your product prospectus and contract.

If you elected the Principal First optional rider and your RMD exceeds your rider allowance, your remaining Benefit Amount and/or Benefit Payment may be reduced. Also, if you withdraw your RMD with any rider (Principal First, Lifetime Income Builder, Lifetime Income Builder II, Lifetime Income Builder Foundation, Lifetime Income Builder Portfolios, Lifetime Income Builder Selects, Return of Premium, Future5<sup>SM</sup>, Future6<sup>SM</sup>, Safety Plus or Daily Lock Income Benefit<sup>SM</sup>) and make a subsequent partial surrender, you may still exceed your rider allowance which will negatively affect your benefits.

If you elected Future5<sup>SM</sup>, Future6<sup>SM</sup> or Daily Lock Income Benefit<sup>SM</sup> optional rider, taking a liquidation from the contract prior to the end of the deferral period will terminate the deferral bonus. Please refer to your prospectus and contract rider for more information.

You must have a certain amount of money invested in your annuity at all times, as stated in your contract. If your annuity falls below this minimum as a result of a surrender request from you, we will close your annuity contract and mail a check to the primary contract owner at the address we have on file. The amount of the check will be for the full surrender value less any applicable taxes, fees and/or charges.

The caveats below do not apply to Beneficiary Inherited IRAs, as they have unique requirements associated with them. Please speak with a tax advisor for further details.

If the first RMD is deferred until the Required Beginning Date, a second distribution must be withdrawn in the same tax year. In subsequent tax years, a distribution must be taken by December 31 each year. All taxable distributions that are not subsequently rolled over may be used to satisfy your RMD amount. Failure to take an RMD could result in an IRS 50% penalty on the amount not distributed. If you ask us to automatically calculate your RMD amount we will increase or decrease the payment each year to reflect your new RMD amount. The RMD rules generally do not apply to Roth IRAs during the original owner's lifetime.

Please read the Qualified Plan Disclosure form, SR-1005, before you decide how you want to receive money from your Qualified Plan annuity. It summarizes federal (but not state or local) tax rules that may apply to money you withdraw from your Qualified Plan annuity.

For each individual annuity contract, you can withdraw your RMD or your annual surrender amount, whichever is greater, without paying any Contingent Deferred Sales Charges, Surrender Charges, Market Value Adjustments or Surrender Charge Adjustments. If you withdraw more than your RMD or your annual surrender amount, you may be subject to Contingent Deferred Sales Charges, Surrender Charge Adjustment/Surrender Charge Adjustment.

A separate RMD request must be completed for each qualified annuity contract from which a minimum distribution will be taken.

We will not honor a partial surrender request where the instructions ask to leave a specific dollar amount in the contract. We will only accept requests for an exact dollar amount, a percentage or a specific number of units. Requests received where the instructions are not clear will not be considered in good order and will not be completed until clear instructions are received.

For Variable contracts/accounts: Reinstatements of a Full or Partial Surrender are not allowed (excluding surrenders subject to New York Regulation 60).

### **Section A - Contract owner information (required)**

Contract number	Annuitant's name (if different from the contract owner)	
Contract owner's name	Contract owner's Social Security or Tax Identification Number	
Contract owner's email address	Contract owner's telephone number (area code first)	
Contract owner is a	4	
U.S. Citizen Resident Alien		
If the Contract Owner is a Nonresident Alien or Foreign Entity plea	ase select the statement(s) that apply(ies):	
For a Nonresident Alien or Foreign Entity, a 30% tax withholding rate will apply (unless the country of residence or incorporation has a lower tax treaty rate and a valid IRS Form W-8 has been submitted). Examples of a Foreign Entity include: Foreign Corporation, Foreign Partnership, and Foreign Trust. Select the option below that applies and attach the appropriate version of the IRS Form W-8. You can obtain the Form W-8 from the IRS web site at http://www.irs.gov.		
Owner is a Nonresident Alien Owner is a Foreign Entity		

## Section B - Method for calculating the Required Minimum Distribution

Please note the following:

We will calculate the RMD amount you are required to withdraw from your annuity in one of two ways. If you have named your spouse as the only beneficiary of your annuity and your spouse is more than ten years younger than you, we will use the IRS Joint and Last Survivor Life Expectancy Table to calculate the RMD.

If your spouse is not your sole beneficiary or is not more than ten years younger than you, we will use the Uniform Distribution Period Table provided by the IRS to calculate your RMD yearly surrender.

There is a special rule if you have a qualified trust named as your beneficiary where a spouse is named as the sole designated primary beneficiary under the trust. If you have any questions regarding this situation please contact your Investment Professional.

If you change your beneficiary to someone other than your spouse or name a second beneficiary, we will use the Uniform Distribution Period Table to calculate your RMD yearly surrender.

Please select one option only

☐ I have **not** named my spouse as my sole beneficiary

L I have named my spouse as my sole beneficiary or I have a qualified trust named as beneficiary with my spouse named as sole beneficiary under the trust (please specify your spouse's date of birth in the box)

My spouse's date of birth (mm/dd/yyyy)

### Section C - Instructions for annuities transferred or rolled over to us

If you transferred or rolled over your annuity to us within the current calendar year and you did not take an RMD before your annuity was transferred or rolled over, complete this section.

It is your responsibility to provide us with a complete and accurate RMD basis value. If no amount is provided, we will calculate the RMD based upon the assets received during the current tax year from the transfer or rollover. An incomplete or inaccurate RMD basis value could result in a 50% penalty on the amount not distributed.

We are not responsible for the accuracy of RMD calculations based on rolled over assets. Also, generally speaking, RMDs should be satisfied prior to rolling over qualified assets to a new carrier.

Please select one option only

L I have attached a copy of the correspondence provided by my previous financial institution of the value that should be used to calculate my RMD for the current tax year.

Please calculate my RMD using the following RMD basis value that was provided by my previous financial institution (please specify amount in the box).

\$

## Section D - Distribution election (required)

Please select one of the following three Options:

- 1. Enroll me in the Automatic RMD Program\*. Select a, b or c below:
  - a. Enroll me in the Automatic RMD program for the current tax year and all subsequent tax years. Begin payment based on the frequency and scheduled payment instructions provided below.
  - b. Enroll me in the Automatic RMD program for the current tax year and all subsequent tax years. I elect to defer my first RMD under IRS rules until April 1, \_\_\_\_\_ (insert tax year). The first RMD will be distributed on or about March 15. All subsequent RMDs will be distributed based on the frequency and scheduled payment instructions provided below.
  - c. The RMD amount for the current tax year has been satisfied. Enroll me in the Automatic RMD program for all subsequent tax years. Begin payment based on the frequency and scheduled payment instructions provided below.

Select a payment frequency and scheduled payment date below. If the payment frequency is left blank the RMD will be sent annually each November 1. If the payment frequency is other than annual, the entire amount will be equally divided by the remaining number of payments based on the frequency selected.

\* The minimum amount you can withdraw is \$100 per frequency (\$20 for annuity contracts issued in New York).

monthly	
quarterly	
semi-annually	
annually	(insert month)

Scheduled payment date \_\_\_\_\_ (insert day of the month). The 29th, 30th and 31st of the month are not available.

### Section D - Distribution election (required) - continued

2. One Time Distribution - do not complete this option if enrolling in Option 1 above (Automatic RMD Program). Please select a, b or c below.

Choosing a one-time distribution may result in a recalculation of your remaining Benefit Amount, Benefit Payment, Payment Base or Lifetime Benefit Payment for certain riders. Please see page 1, 'Important Information.'

- a. Calculate and distribute the RMD for the current tax year only.
- □ b. Calculate and distribute the RMD for \_\_\_\_\_ (*insert prior tax year*) and \_\_\_\_\_ (*insert current tax year*) and distribute at the same time.
- c. I request that Talcott Resolution surrender \$ \_\_\_\_\_\_\_ for \_\_\_\_\_\_ (insert tax year). I understand that any amount requested in excess of the Annual Withdrawal Amount may be subject to Contingent Deferred Sales Charges/Surrender Charges and/or a Market Value/Surrender Charge Adjustment.
- 3. My RMD will not be taken from Talcott Resolution for the current tax year. I have satisfied my RMD for this contract from other qualified accounts for the current tax year. I will notify Talcott Resolution in writing each year if an RMD should be processed.

### **Section E - Investment selections (for variable annuity contracts only)**

Please indicate how you want your funds withdrawn. Both full and partial surrenders of Contract Value are taken proportionally out of the Sub-Accounts and the Fixed Accumulation Fund unless you direct us otherwise. Any payments distributed proportionately will exclude the DCA Bonus program and the Personal Pension Account. If you have an optional benefit rider, withdrawing funds other than proportionally may result in a reset or revocation of your rider. Please see your prospectus or consult with your investment advisor for further details. If no option is selected, funds will be withdrawn proportionately from all investments.

a. proportionately (pro rata) from each of my current investments

Surrenders not taken proportionately (pro rata) from each of my current investments may cause my rider to be recalculated or benefits thereunder revoked.

- b. equally from each of my current investments. I understand that if the investment options cannot support an equal surrender from each current investment option the request will be processed proportionately from each current investment option, or
  - □ c. as specified in the table below. I understand that if the investment options cannot support a surrender from a specific investment option elected the request will be processed proportionately from each current investment option. (Please list the investment options and either the amount, percent or units to be withdrawn from each option)

Name of investment	Amount to surrender	Percent* to surrender Units to surrender
	\$	_ or% or
* We will only accept whole percentages (e.g. 50%, 67%, etc.)		100 %

## **Section F - Delivery instructions**

Please note that if your annuity contract is owned by a custodian or is part of a 457, 401(a), 401(k) or Pension/Profit Sharing Plan, you do not have to complete this section. We send a check for withdrawals to the contract owner, trustee or custodian at the address we have on file. Please provide the firm's account number here: \_\_\_\_\_\_\_. Please go to Section G.

If you elect to have your money sent via Electronic Funds Transfer, please keep in mind that it may take 2-3 business days for the funds to appear in your account.

All RMDs are paid to the contract owner. We will not pay proceeds to a third party. If no option is chosen below, we will mail a check to the address we have on file for the contract owner.

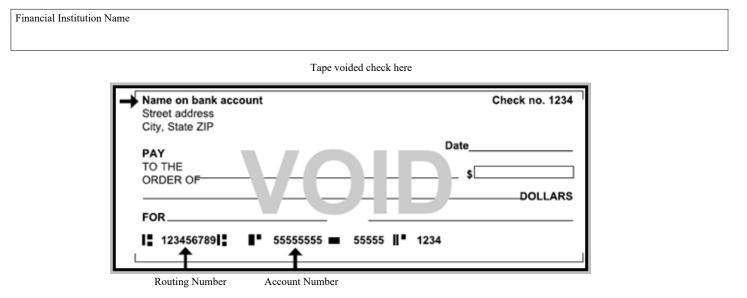
#### Complete only one of the following delivery options.

Unless otherwise instructed below, a check will be sent by regular mail to the address of record.

#### 1. Electronic Funds Transfer (EFT) - A copy of a voided check is required.

Allow 2-3 business days for receipt.

Attach a voided check below. If a voided check is not available a letter of instruction from your bank may be provided. The letter must be on bank letterhead and include: the bank account owner(s) name, routing number, account number, and signature of an authorized representative from the bank. The representative signing must indicate their title.



I confirm that my use of the Automated Clearing House (ACH) Network will not result in transfers to or from a financial institution outside of the United States. I understand and agree that it is my responsibility to notify the company of any changes that would result in funds being sent to or from a financial institution outside of the United States. I further understand and agree that any such change will require me to use an alternative to ACH, such as check or wire, for future transactions.

You hereby authorize your wireless operator (AT&T, Sprint, T-Mobile, US Cellular, Verizon or any other branded wireless operator) to use your mobile number, name, address, email, network status, customer type, customer role, billing type, mobile device identifiers (IMSI and IMEI) and other subscriber status details, if available, to allow verification of your identity and to compare information you have provided to The Company with your wireless operator account profile information for the duration of the business relationship.

## Section F - Delivery instructions - continued

#### A check will be mailed to the address of record if any of these conditions occur:

- Voided check/letter from the bank is not attached.
- Voided check does not include a pre-printed name, address, routing number and bank account number.
- Voided check is a starter check (not permitted).
- Letter from the bank does not meet the requirements above.
- Request is to EFT funds to a bank account not in the name of our contract owner(s) (not permitted).
- Request is to EFT the funds to a third party (not permitted).
- Request is to EFT the funds to a savings account (not permitted).
- Request is to EFT the funds to a foreign bank (not permitted).

**2. Mail a check** - Select Regular or Express Mail. All checks must be sent to the address of record for your contract. Checks cannot be sent to alternative addresses. Express Mail is only available for one time distributions of your RMD.

	Express Mail - Allow 2 business days for receipt. Express mail is not available for P.O. Box or International addresses. Standard shipping rates apply; charges are based on 2-day shipping carrier rates. Rates are subject to change based on the express mail carrier.
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## Section G - Federal income tax withholding instructions (required)

#### Federal income tax withholding (Substitute W4-P: OMB No. 1545-0074)

Federal tax law requires us to withhold 10% of the taxable amount of your surrender request for lump sum payments unless you tell us not to. Even if you tell us not to withhold taxes, you may have to pay federal and state income taxes on the taxable portion of your surrender. You may also have to pay tax penalties if your estimated tax withholding is not adequate. Your signature on this form acknowledges that you have read this information about income tax withholding and that the social security or taxpayer identification number that you wrote on this form is correct.

If you are a Nonresident Alien and you are requesting a reduced tax withholding rate, you must give us your Individual Taxpayer Identification Number (ITIN). You must also send us a completed IRS form W-8BEN to certify your foreign status. We will withhold 30% federal income tax from the taxable amount of your surrender if you are claiming reduced withholding under a tax treaty and there is no applicable tax treaty, or you do not provide us with an ITIN. Foreign Entities must provide the appropriate IRS Form W-8 (e.g. Form W-8BEN-E or other appropriate Form W-8) prior to payment. If required by law, we may withhold 30% from any taxable payment in accordance with applicable requirements such as The Foreign Account Tax Compliance Act (FATCA) and applicable regulations.

#### Federal income tax withholding instructions - Select only one option.

The combined federal and state withholding cannot equal the total distribution or 90% of the taxable portion.

#### If no option is selected below, federal tax law requires us to withhold 10% of the taxable portion.

Do not withhold any money

Withhold 10%

Withhold the following dollar amount: <sup>\$</sup>

] Withhold the following percentage (must be a whole percentage): \_\_\_\_\_\_%

# Section G - Federal income tax withholding instructions (required) - continued

#### For 403B Only

Federal tax law requires us to withhold 20% of the taxable amount of your withdrawal request. However, we will withhold 10%, unless you instruct us otherwise, if your withdrawal request meets one of the following exceptions to the mandatory 20% withholding: experiencing financial hardship, taking an RMD, or receiving a series of payments for 10 years or more.

If no option is selected below, federal tax law requires us to withhold 20% of the taxable distribution. For Federal Income Tax, please (check one option only)

Do not withhold any money because I meet one of the exceptions above

Withhold 10% because I meet one of the exceptions above

Withhold the mandatory 20% plus<sup>\$</sup> \_\_\_\_\_ or \_\_\_\_ % (must be w

# % (must be whole percentage)

### Section H - State income tax withholding instructions (required)

#### State income tax withholding instructions - Select one option only.

The combined federal and state withholding cannot equal the total distribution or 90% of the taxable portion.

If you reside in a state which requires mandatory tax withholding (or requires withholding if federal income tax is withheld), then state income tax withholding will apply even if you elect `Do not withhold taxes'. If you elect state withholding but fail to provide a dollar amount or percentage to be withheld, we will withhold the "default" amount prescribed by your state (or 5% if your state does not prescribe such "default"). We may not withhold if prohibited by your state. Our State Tax Withholding Notice is available on our website at www.talcottresolution.com.

Do not withhold any money
Withhold the following dollar amount: <sup>\$</sup>\_\_\_\_\_\_
Withhold the following percentage (must be whole percentage): <sup>%</sup>

## **Section I - Signatures (required)**

Signature Requirements:

- All signatures provided must meet the following requirements.
- Associated documentation must be submitted with this request if not previously provided.
- Failure to meet the signature requirements may delay the processing of your request.

Owner(s) - Owner must sign below. A notarized signature may be required if we are unable to verify an owner's signature.

**Custodian or Plan Administrator** - A Corporate Resolution, Talcott Resolution Non-Natural Owner Acknowledgment Form CU-1011, or supporting documentation must be provided identifying who is authorized to sign.

Attorney-in-Fact - Notarized signature(s) and a complete copy of the most recent Power of Attorney agreement must be submitted.

## Section I - Signatures (required) - continued

Under penalties of perjury, I certify that:

- 1) the number shown on this form is my correct Social Security Number or Taxpayer Identification Number, and
- 2) I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- 3) I am a U.S. citizen or other U.S. person (including a U.S. Resident Alien) as defined in the instructions to the IRS Form W-9, and
- 4) I am exempt from FATCA reporting (if applicable).

**Certification Instructions**: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.

The Internal Revenue Service does not	Any person who knowingly and with intent to defraud any insurance company or
require your consent to any provision of	other person files an application for insurance or statement of claim containing any
this document other than the certifications	materially false information, or conceals for the purpose of misleading, information
required to avoid backup withholding.	concerning any fact material thereto, commits a fraudulent insurance act, which is a
	crime and, in the state of New York, shall also be subject to a civil penalty not to
	exceed five thousand dollars and the stated value of the claim for each such
	violation.

Signature	Notarization [required for Attorney-in-Fact (POA), Guardian or Conservator]
Print Name	
Title (if applicable)	
Date of Signature     //       (month)     (day)     (year)	

Please refer to the Annuity Forms Information Cover Sheet for our addresses and contact information.

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Annuities issued by Union Security Insurance Company or Union Security Life Insurance Company of New York are administered by Talcott Resolution Life and Annuity Insurance Company and Talcott Resolution Life Insurance Company respectively.