



Mutual Fund Systematic Withdrawal Form

Group ID# 53677001 Group ID# 53924001 Group ID# 54107001

1. CLIENT INFORMATION

Name: _____ SSN or Tax ID: _____

Age: Under 59½ 59½ or older Daytime Phone: (_____) _____ Date of Birth: _____

Account Number(s): _____

Employment Status with Employer Sponsoring the Plan (Choose one):

Currently Employed Separated from Service as of _____ (date)

2. PAYMENT/FUND SELECTION OPTIONS/PAYMENT FREQUENCY

- Choose a payment option and corresponding fund selection from only one column below. In addition, you must also choose a payment frequency.
- Withdrawals will be taken proportionally from all fixed and variable options unless otherwise indicated in the Fund Selection section.
- Fund Selection (not Fixed-Interest Only Option): If you elect to specify investment options, at the time a fund is depleted the withdrawal will stop.
- Fund Selection (Fixed-Interest Only Option): The distribution will be taken from the fixed fund and distributed from that fund, when that fund is depleted, the withdrawal will stop.
- To change previously established fund selections, a new systematic withdrawal form will be required.

Choose one payment option.

- 1. **Specified dollar amount** per payment
 \$ _____ from account _____
 \$ _____ from account _____
 \$ _____ from account _____

- 2. **Specified annual percentage**
 _____ % from account _____
 _____ % from account _____
 _____ % from account _____

- 3. **Payments for a specified period of years:**
 _____ from account _____
 (must be a whole number)

Fund selection options available for payment options 1, 2 or 3 (Choose one):

- Proportionally from all open funds.
- From the selected open funds indicated below (Percentage must equal 100%).

Fund	Percentage
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

- 4. **Fixed-Interest Only Option** – calculate the amount of earnings on the fixed fund.
- 5. **Five-year payment method** – Distribute entire account balance in payments over 5 years.

Refer to the Substantially Equal Periodic Payment section in the Information pages before selecting an option below.

- 6. **Substantially Equal Periodic Payments using the Required Minimum Distribution method**
 Over my life expectancy **OR**
 The combined life expectancy of myself and my oldest designated beneficiary on file with VALIC Retirement Services Company
 Beneficiary Date of Birth: _____
 Spouse Non-Spouse

- 7. **Substantially Equal Periodic Payments using the Fixed Amortization method**
 Over my life expectancy **OR**
 The combined life expectancy of myself and my oldest designated beneficiary on file with VALIC Retirement Services Company
 Beneficiary Date of Birth: _____
 Spouse Non-Spouse

NOTE: Fund selection options are not available for payment options 5, 6 and 7. Payments distributed proportionally from all open funds.

Payment Frequency:

Please send my first payment beginning on the _____ day (between 5th-24th) of _____,
 monthly quarterly semi-annually annually

3. DISCONTINUE SYSTEMATIC PAYMENTS

Discontinue systematic payments effective: _____

Note: Private Tax-Exempt Deferred Compensation Plan clients/beneficiaries may not discontinue payments.

4. SPECIAL INSTRUCTIONS



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5. DISTRIBUTION REASON

Refer to the Distributable Event section in the Information pages before completing.

- Withdrawal of available funds other than hardship or unforeseeable emergency
 - Spousal beneficiary
 - Attainment of age 59½
 - Non-spousal beneficiary
 - Separation from service as of _____ (date) due to:
 - Termination Early retirement Normal retirement
 - Qualified Domestic Relations Order (QDRO) payment
 - Permanent/total disability as of _____ (date)
- Did you separate from service during or after the year you attained age 55?
 Yes No

Indicate below if direct rollover or transfer:

- Direct rollover to another plan type*
Indicate Receiving Plan Type for Direct Rollover:
 - 403(b) 401(a)/403(a) 401(k) Governmental 457(b) Deferred Compensation Plan SEP or Traditional IRA Roth IRA
- Direct transfer to same plan type**

* Must indicate carrier as check payee. Substantially equal periodic payments and payments expected to last 10 or more years are not eligible for rollover.
 ** For exchanges or transfers to a 403(b) plan, must attach receiving vendor letter of authorization or obtain signature in Section 8 below. In addition, if an approved vendor listing is not on file with VALIC, must obtain Plan Administrator signature in Section 11.

6. INCOME TAX WITHHOLDING INFORMATION AND INSTRUCTIONS

VALIC Retirement Services Company may be required to withhold 20% from your distribution unless directly rolled over to an eligible retirement plan. If 20% withholding does not apply, VALIC Retirement Services Company will withhold 10% of the taxable amount unless otherwise indicated below. For IRAs and Nonqualified Deferred Annuities, we will withhold 10% unless otherwise indicated. For Private Tax-Exempt 457(b) Deferred Compensation Plans where consistent with your employer's plan, VALIC Retirement Services Company will apply wage bracket withholding based on the information you provide on your IRS Form W-4 (does not apply to beneficiaries). A current IRS Form W-4 must be attached to this request if the withdrawal is from a Private Tax-Exempt 457(b) Deferred Compensation Plan or required by applicable states. State withholding may be subject to a 5% administrative default rate when state withholding is requested and no withholding amount is designated. Your state of residence may require that your state income tax withholding election be provided to us on a specific state form. Should your state of domicile require a specific state withholding form, your state income tax withholding will not occur unless the required form is received by our office.

Federal withholding instructions

- DO NOT withhold any federal income taxes unless mandated by law.
- DO withhold federal taxes in the total amount of _____%
(cannot be less than any mandatory taxes)

State withholding instructions

- DO NOT withhold any state taxes unless mandated by law.
- DO withhold state taxes in the total amount of _____%
(cannot be less than mandatory or employer-imposed withholding)

Notice to non-resident aliens: A payment to an address outside the United States may be subject to federal income tax withholding at a rate of 30% unless the payee submits a completed IRS Form W-8BEN and the distribution is eligible for reduced withholding.

7. DELIVERY INSTRUCTIONS (Choose one)

Default Delivery Instructions: If you do not select a delivery option, the check will be mailed to you at your address of record.

- Mail check to address on record
- Mail check to the address indicated below
 - New permanent address Temporary address
 Address: _____
 City: _____
 State: _____ ZIP: _____
- Mail check to rollover/transfer company (indicate address below)*
 - Company Name: _____
 - Address: _____
 - City: _____
 - State: _____ ZIP: _____
- Electronic Funds Transfer**
 - Checking Account: Voided check **MUST** be attached for electronic funds transfer verification.
 - Savings Account: Please complete below information.
 - Bank Name: _____
 - Bank Address: _____
 - City: _____ State: _____
 - ZIP: _____ Bank Phone: (_____) _____
 - Bank Account #: _____
 - ABA Routing # (EFT Only): _____

If you have changed your address of record within the past 15 business days or if your check is to be mailed to a third party's address, please provide a Signature Guarantee from a financial institution.

* For exchanges or transfers from a 403(b) Plan, you must complete Section 8.



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8. AUTHORIZED SIGNATURE FROM AUTHORIZED PROVIDER - 403(b) PLANS ONLY

For exchanges or transfers from a 403(b) plan, must attach receiving vendor letter of authorization or obtain signature in this section.

Amounts will not be transferred to vendor unless vendor's products are approved under the employer's plan or vendors have entered into an information-sharing agreement with the employer. Attach a letter of authorization on vendor letterhead or obtain authorized signature below.

I affirm that the Payee/Transfer Company noted in this section is either approved under the employer's plan or has entered into an information-sharing agreement with the employer, and that the transferred amounts will be invested in a product that has been approved by the employer and meets the requirements of Internal Revenue Code 403(b) and the regulations thereunder for maintaining the tax-preferred status of these amounts.

Authorized Signer's Name

Title

Authorized Signature

Date

9. CLIENT APPROVAL

- I authorize the above distribution and certify that all statements are complete and accurate to the best of my knowledge and belief.
- I have read and understand the information provided in the Information pages of this form and this distribution may result in taxable income and penalties.
- I understand that I will be responsible for providing evidence to the IRS, if required, to verify distribution reason.
- I have read and understand the EFT terms and conditions and agree to the terms as listed.
- I understand that if this transaction involves a rollover to a 403(b) plan outside the current retirement plan, that the receiving provider must be either an approved provider under the receiving plan or must have entered into an information-sharing agreement with the employer sponsoring that plan. I understand that it is my responsibility to verify with the employer sponsoring the receiving plan that the provider meets the foregoing criteria and I release VALIC Retirement Services Company from all liability for making this payment.

Client Signature

Date

10. ERISA SPOUSAL CONSENT

ERISA covered and certain other employer plans require the client to state his/her marital status and the spouse to consent to this distribution. Please check the appropriate box below:

REQUIRED FOR CLIENT: Client Marital Status

- Not Married Married Legally Separated: Attach Court Order of Legal Separation (petition not acceptable)
 Missing Spouse: I hereby affirm that I have made reasonable attempts to locate my spouse and have not been able to do so. Requires Plan Administrator's approval.

REQUIRED FOR SPOUSE: Spousal Consent

Under federal law for ERISA plans and the terms of some employer plans, as the spouse of the contract owner, you have the right to receive a survivor benefit of at least 50% of the amount in this contract if your spouse dies before you. As a result, your spouse must have written consent before making withdrawals from this contract. If you consent to the withdrawal, you will not receive a survivor benefit payment from VALIC Retirement Services Company for the amount withdrawn. If you agree to the withdrawal, please read and sign the statement below and have your signature witnessed.

- I have read and understand the Information pages and I agree to the payment of funds from the contract(s) listed in Section 2.
- I understand and agree that I am giving up my right to receive a survivor benefit payment from VALIC Retirement Services Company for the amount being paid and I release VALIC Retirement Services Company from all liability for making this payment.

Spouse (Print Name)

Spouse's Signature

Date

SPOUSE'S SIGNATURE WITNESSED BY NOTARY PUBLIC

This section is only to be used for a Notary Public's witnessing of the Spousal Consent *in absence of the Plan Administrator's Witness.*

State of _____ County of _____ On this _____ day of _____, year of _____

Before me personally appeared _____ (name of spouse) known to me to be the person who executed the SPOUSAL CONSENT and he/she acknowledged to me that he/she executed the same.

Notary Public: _____

My Commission expires: _____

**Mutual Fund Systematic Withdrawal Form**

VALIC Retirement Services Company

 Group ID# 53677001 Group ID# 53924001 Group ID# 54107001**11. VESTING DETERMINATION FOR EMPLOYER CONTRIBUTION SOURCES****To be completed by the employer sponsoring the plan. Not required for IRA or 457(b) deferred compensation plans.****Employee Service** (Complete if VALIC IS providing full pension services.)Service is based on (check one): Last plan year end Last employment anniversary Calendar year**Vesting Information** (Complete if VALIC IS NOT providing full pension services.)

Employer Basic %		Employer Other (specify): _____
Non Vested _____%	Vested _____%	Non Vested _____% Vested _____%
Employer Supplemental/Matching %		
Non Vested _____%	Vested _____%	

All Employers: Indicate hours worked if hours of service is used by your plan to calculate benefits. Indicate months worked if elapsed time is used by your plan to calculate benefits. Any month in which an employee was compensated for one hour must be counted as a month worked.

Hours worked _____ Months worked _____

12. PLAN ADMINISTRATOR ACKNOWLEDGEMENT/APPROVAL (WHERE REQUIRED BY YOUR EMPLOYER'S PLAN)

- I approve this transaction in accordance with the current plan provisions and all applicable laws and regulations.
- I verify that the information provided on this form for purposes of this transaction is correct to the best of my knowledge.
- I affirm that in the event of a transfer that the Payee noted in Section 7 is either an approved provider under the Plan or has entered into an information-sharing agreement with the employer.

Check One If Spousal Consent Required

- The Plan Administrator's signature serves as witness of the Client's Spouse's signature under the SPOUSAL CONSENT section of this form (unless spouse's signature is notarized on page 3).
- The Plan Administrator's signature does NOT serve as witness of the Client's Spouse's signature under the SPOUSAL CONSENT section of the form.
- The client has established to my satisfaction that spousal consent is not required.

Plan Administrator (Print Name)_____
Plan Administrator Signature_____
Date

SPECIAL TAX NOTICE

The information in this notice applies to qualified plans, 403(b) and governmental section 457(b) plans ("Plan") and IRAs. You are receiving this notice because all or a portion of a payment you are receiving from an employer-sponsored plan or IRA may be eligible to be rolled over to an IRA or an employer plan. This notice is intended to help you decide whether to do such a rollover. You have the right to at least 30 days to consider your alternatives after receiving this notice. You may waive this review period. Your signature on this form will indicate that either you have had this 30-day review or that you have chosen to waive it and you are requesting an immediate distribution. This notice does not describe any State or local income tax rules (including withholding rules).

ELIGIBLE ROLLOVER DISTRIBUTIONS

You will be taxed on a payment from the Plan or IRA if you do not roll it over. If you are under age 59½ and do not do a rollover, you will also have to pay a 10% additional income tax on early distributions (unless an exception applies). However, if you do a rollover, you will not have to pay tax until you receive payments later and the 10% additional income tax will not apply if those payments are made after you are age 59½ (or if an exception applies).

If you wish to do a rollover, you may roll over all or part of the amount eligible for rollover. Any payment from the Plan or IRA is eligible for rollover, except:

- Certain payments spread over a period of at least 10 years or over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Required minimum distributions after age 70½ (or after death)
- Hardship distributions
- Corrective distributions of contributions that exceed tax law limitations
- Loans treated as deemed distributions (for example, loans in default due to missed payments before your employment ends)
- Contributions made under special automatic enrollment rules that are withdrawn pursuant to your request within 90 days of enrollment
- Amounts paid from certain deferred compensation plans

If a payment is not an eligible rollover distribution, 10% federal income tax withholding will apply unless you indicate differently. The Plan administrator or the payor can tell you what portion of a payment is eligible for rollover.

You may roll over the payment to either an IRA or an employer plan (qualified plan, section 403(b) plan, or governmental section 457(b) plan) that will accept the rollover. Check with the administrator of that plan about whether the plan accepts rollovers and, if so, the types of rollover distributions it accepts. See below for rollover rules regarding payments from designated Roth accounts in 401(k) or 403(b) plans. The rules of the IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the IRA or employer plan. For example, the employer plan may restrict distributions or require spousal consent or plan administrator approval for distributions. Further, the amount rolled over will become subject to the tax rules that apply to the IRA or employer plan. If you roll over a payment from a governmental section 457(b) plan to an IRA or to an employer plan that is not a governmental section 457(b) plan, a later distribution made before age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies).

There are two ways to do a rollover. You can do either a **direct rollover** or a **60-day rollover**.

If you do a direct rollover, the Plan or IRA will make the payment directly to your IRA or an employer plan.

If you do not do a direct rollover, you may still do a rollover by making a deposit into an IRA or eligible employer plan that will accept it. You

will have 60 days after you receive the payment to make the deposit. If you do not do a direct rollover of a Plan distribution, the Plan is required to withhold 20% of the payment for federal income taxes. This means that, in order to roll over the entire payment in a 60-day rollover, you must use other funds to make up for the 20% withheld. If you do not roll over the entire amount of the payment, the portion not rolled over will be taxed and will be subject to the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

Generally, the 60-day rollover deadline cannot be extended. However, the IRS has the limited authority to waive the deadline under certain extraordinary circumstances, such as when external events prevented you from completing the rollover by the 60-day rollover deadline.

To apply for a waiver, you must file a private letter ruling request with the IRS. Private letter ruling requests require the payment of a nonrefundable user fee. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

After-tax Contributions. After-tax contributions included in a payment are not taxed. If a payment is only part of your benefit, an allocable portion of your after-tax contributions is generally included in the payment. If you have pre-1987 after-tax contributions maintained in a separate account, a special rule may apply to determine whether the after-tax contributions are included in a payment.

You may roll over to an IRA a payment that includes after-tax contributions through either a direct rollover or a 60-day rollover. You must keep track of the aggregate amount of the after-tax contributions in all of your IRAs (in order to determine your taxable income for later payments from the IRAs). If you do a direct rollover of only a portion of the amount paid from the Plan and a portion is paid to you, each of the payments will include an allocable portion of the after-tax contributions. If you do a 60-day rollover to an IRA of only a portion of the payment made to you, the after-tax contributions are treated as rolled over last. For example, assume you are receiving a complete distribution of your benefit which totals \$12,000, of which \$2,000 is after-tax contributions. In this case, if you roll over \$10,000 to an IRA in a 60-day rollover, no amount is taxable because the \$2,000 amount not rolled over is treated as being after-tax contributions.

You may roll over to an employer plan all of a payment that includes after-tax contributions, but only through a direct rollover (and only if the receiving plan separately accounts for after-tax contributions and is not a governmental section 457(b) plan). You can do a 60-day rollover to an employer plan of part of a payment that includes after-tax contributions, but only up to the amount of the payment that would be taxable if not rolled over.

ROLLOVERS OF BENEFICIARY/ALTERNATE PAYEE ACCOUNTS

Payments after death of the participant. If you receive a distribution after the participant's death that you do not roll over, the distribution will generally be taxed in the same manner described elsewhere in this notice. However, the 10% additional income tax on early distributions and the special rules for public safety officers do not apply, and the special rule described under the section, "Special Tax Treatment for Certain Lump Sum Distributions," applies only if the participant was born on or before January 1, 1936. Note that whether a payment from a designated Roth account (see below) is a qualified distribution generally depends on when the participant first made a contribution to the designated Roth account in the Plan.

If you are a surviving spouse. If you receive a payment from the Plan as the surviving spouse of a deceased participant, you have the same rollover options that the participant would have had, as described elsewhere in this notice. In addition, if you choose to do a rollover to a traditional or Roth IRA, you may treat the IRA as an inherited IRA or as your own. If you treat the IRA (either traditional or Roth) as an inherited IRA, payments from the IRA will not be subject to the 10%

additional income tax on early distributions. However, if the participant had started taking required minimum distributions, you will have to receive required minimum distributions from the inherited IRA. If the participant had not started taking required minimum distributions from the Plan, you will not have to start receiving required minimum distributions from the inherited IRA until the year the participant would have been age 70½. A traditional IRA you treat as your own is treated like any other traditional IRA of yours, so that payments made to you before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies) and required minimum distributions from your traditional IRA do not have to start until after you are age 70½. A Roth IRA you treat as your own is treated like any other Roth IRA of yours, so that you will not have to receive any required minimum distributions during your lifetime and earnings paid to you in a nonqualified distribution before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies).

If you are a surviving beneficiary other than a spouse. If you receive a payment from the Plan because of the participant's death and you are a designated beneficiary other than a surviving spouse, the only rollover option you have is to do a direct rollover to an inherited traditional or Roth IRA. Payments from the inherited IRA (even if a nonqualified distribution from a Roth IRA) will not be subject to the 10% additional income tax on early distributions. You will have to receive required minimum distributions from the inherited traditional or Roth IRA.

Payments under a qualified domestic relations order. If you are the spouse or former spouse of the participant who receives a payment from the Plan under a qualified domestic relations order (QDRO), you generally have the same options the participant would have (for example, you may roll over the payment to your own IRA or an eligible employer plan that will accept it). Payments under the QDRO will not be subject to the 10% additional income tax on early distributions.

10% PENALTY

If you are under age 59½, you will have to pay the 10% additional income tax on early distributions for any payment from the Plan or IRA (including amounts withheld for income tax) (or, for payment from a Roth IRA, for the earnings paid) that you do not roll over, unless one of the exceptions listed below applies (or, for payment from a Roth IRA, is a qualified distribution). This tax is in addition to the regular income tax on the payment not rolled over.

The 10% additional income tax does not apply to the following payments from the Plan or IRA:

- Payments made after you separate from service if you will be at least age 55 in the year of the separation (not applicable to IRA)
- Payments that start after you separate from service if paid at least annually in equal or close to equal amounts over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary) (exception applies to IRA without regard to separation from service)
- Payments from a governmental defined benefit pension plan made after you separate from service if you are a public safety employee and you are at least age 50 in the year of the separation
- Payments made due to disability
- Payments after your death
- Payments from a governmental 457(b) plan, unless the payment is from a separate account holding rollover contributions that were made to the Plan from a qualified plan, a section 403(b) plan, or an IRA
- Corrective distributions of contributions that exceed tax law limitations
- Payments made directly to the government to satisfy a federal tax levy
- Payments made under a qualified domestic relations order (QDRO) (not applicable to IRA; special rule applies for IRAs under which, as

part of a divorce or separation agreement, a tax-free transfer may be made directly to an IRA of a spouse or former spouse)

- Payments up to the amount of your deductible medical expenses
- Certain payments made while you are on active duty if you were a member of a reserve component called to duty after September 11, 2001 for more than 179 days
- Payments of certain automatic enrollment contributions requested to be withdrawn within 90 days of the first contribution.
- IRA Only: (1) payments for qualified higher education expenses, (2) payments up to \$10,000 used in a qualified first-time home purchase, and (3) payments after you have received unemployment compensation for 12 consecutive weeks (or would have been eligible to receive unemployment compensation but for self-employed status).

Note: Eligible rollovers into a governmental 457(b) plan that were previously subject to the 10% additional income tax will continue to be subject to that penalty at the time of withdrawal unless you are over age 59½ or some other exception applies.

DESIGNATED ROTH ACCOUNTS AND ROTH IRAS

Contributions to designated Roth accounts and Roth IRAs are not deductible and therefore are distributed tax-free at any time. Earnings which accumulate in a designated Roth account or Roth IRA are not taxed currently and are not taxed upon a qualified distribution described below. Rollovers or conversions to a Roth IRA from a traditional IRA or pre-tax contributions to an employer plan are taxable in the year of the distribution.

After-tax contributions included in a payment from a designated Roth account are not taxed, but earnings might be taxed. The tax treatment of earnings included in the payment depends on whether the payment is a qualified distribution. If a payment is only part of your designated Roth account, the payment will include an allocable portion of the earnings in your designated Roth account. If the payment from the Plan is not a qualified distribution and you do not do a rollover to a Roth IRA or a designated Roth account in an employer plan, you will be taxed on the earnings in the payment. For payments from the Plan during 2010 that are rolled over to a Roth IRA, the taxable amount can be spread over a 2-year period starting in 2011. If you are under age 59½, a 10% additional income tax on early distributions will also apply to the earnings (unless an exception applies). This tax is in addition to the regular income tax on the earnings not rolled over. However, if you do a rollover, you will not have to pay taxes currently on the earnings and you will not have to pay taxes later on payments that are qualified distributions. If the payment from the Plan is a qualified distribution, you will not be taxed on any part of the payment even if you do not do a rollover. If you do a rollover, you will not be taxed on the amount you roll over and any earnings on the amount you roll over will not be taxed if paid later in a qualified distribution.

A qualified distribution from a designated Roth account or Roth IRA is a payment made after you are age 59½, after your death or disability, or as a qualified first-time homebuyer distribution of up to \$10,000 (not applicable to designated Roth accounts) and after you have had the designated Roth account in the Plan or Roth IRA for at least 5 years. In applying this 5-year rule, you count from January 1st of the year for which your first contribution was made to a designated Roth account or Roth IRA. However, if you did a direct rollover to a designated Roth account in the Plan from a designated Roth account in another employer plan, your participation will count from January 1st of the year your first contribution was made to the designated Roth account in the Plan or, if earlier, to the designated Roth account in the other employer plan.

You may roll over the designated Roth account payment to either a Roth IRA or a designated Roth account in an employer plan (qualified plan

or section 403(b) plan) that will accept the rollover. The rules of the Roth IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the Roth IRA or employer plan. Further, the amount rolled over will become subject to the tax rules that apply to the Roth IRA or the designated Roth account in the employer plan. In general, these tax rules are similar to those described elsewhere in this notice, but differences include:

- If you do a rollover to a Roth IRA, all of your Roth IRAs will be considered for purposes of determining whether you have satisfied the 5-year rule (counting from January 1st of the year for which your first contribution was made to any of your Roth IRAs).
- If you do a rollover to a Roth IRA, you will not be required to take a distribution from the Roth IRA during your lifetime and you must keep track of the aggregate amount of the after-tax contributions in all of your Roth IRAs (in order to determine your taxable income for later Roth IRA payments that are not qualified distributions).
- Eligible rollover distributions from a Roth IRA can only be rolled over to another Roth IRA.

There are two ways to do a rollover. You can do a direct rollover (Plan will make payment directly) to a Roth IRA or designated Roth account in an employer plan. If you do not do a direct rollover, you may still do a rollover by making a deposit within 60 days into a Roth IRA, whether the payment is a qualified or nonqualified distribution. In addition, you can do a rollover by making a deposit within 60 days into a designated Roth account in an employer plan if the payment is a nonqualified distribution and the rollover does not exceed the amount of the earnings in the payment. You cannot do a 60-day rollover to an employer plan of any part of a qualified distribution. If you receive a distribution that is a nonqualified distribution and you do not roll over an amount at least equal to the earnings allocable to the distribution, you will be taxed on the amount of those earnings not rolled over, including the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

If you do a direct rollover of only a portion of the amount paid from the Plan and a portion is paid to you, each of the payments will include an allocable portion of the earnings in your designated Roth account.

If you do not do a direct rollover and the payment is not a qualified distribution, the Plan is required to withhold 20% of the earnings for federal income taxes (up to the amount of cash and property received other than employer stock). This means that, in order to roll over the entire payment in a 60-day rollover to a Roth IRA, you must use other funds to make up for the 20% withheld.

If you roll over the payment to a designated Roth account or Roth IRA, later payments from the designated Roth account or Roth IRA that are qualified distributions will not be taxed (including earnings after the rollover). Payments from the designated Roth account or Roth IRA that are not qualified distributions will be taxed to the extent of earnings after the rollover, including the 10% additional income tax on early distributions (unless an exception applies). You do not have to take required minimum distributions from a Roth IRA during your lifetime. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

LOANS

If your plan specifies and you request a 100% withdrawal, the account balance will be reduced by the outstanding loan balance. The loan offset amount is treated as a distribution to you at the time of the offset and will be taxed (including the 10% additional income tax on early distributions, unless an exception applies) (in the case of a nonqualified distribution from a designated Roth account, only to the extent of the earnings in the loan offset) unless you do a 60-day rollover in the amount of the loan offset to an IRA or employer plan (or in the amount of the nonqualified distribution earnings to a Roth IRA or designated

Roth account in any employer plan). You may also choose to pay off the outstanding loan balance prior to the 100% withdrawal by submitting payment in full to the Loan Department.

SPECIAL TAX TREATMENT FOR CERTAIN LUMP-SUM DISTRIBUTIONS

If you were born on or before January 1, 1936 and receive a lump sum distribution (including a nonqualified distribution from a designated Roth account) that you do not roll over, special rules for calculating the amount of the tax on the payment (or the earnings in the payment for a nonqualified distribution) might apply to you (not applicable to governmental 457(b) plan distributions). For more information, see IRS Publication 575, Pension and Annuity Income.

ELIGIBLE RETIRED PUBLIC SAFETY OFFICER

If the Plan is a governmental plan, you retired as a public safety officer, and your retirement was by reason of disability or was after normal retirement age, you can exclude from your taxable income plan payments (including nonqualified distributions from designated Roth accounts) paid directly as premiums to an accident or health plan (or a qualified long-term care insurance contract) that your employer maintains for you, your spouse, or your dependents, up to a maximum of \$3,000 annually. For this purpose, a public safety officer is a law enforcement officer, firefighter, chaplain, or member of a rescue squad or ambulance crew.

NONRESIDENT ALIEN

If you are a nonresident alien and you do not do a direct rollover to a U.S. IRA or U.S. employer plan, instead of withholding 20%, the Plan is generally required to withhold 30% of the payment for federal income taxes. If the amount withheld exceeds the amount of tax you owe (as may happen if you do a 60-day rollover), you may request an income tax refund by filing Form 1040NR and attaching your Form 1042-S. See Form W-8BEN for claiming that you are entitled to a reduced rate of withholding under an income tax treaty. For more information, see also IRS Publication 519, U.S. Tax Guide for Aliens, and IRS Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

OTHER SPECIAL RULES

- If a payment is one in a series of payments for less than 10 years, your choice whether to make a direct rollover will apply to all later payments in the series (unless you make a different choice for later payments).
- If your payments for the year are less than \$200, the Plan is not required to allow you to do a direct rollover and is not required to withhold for federal income taxes. However, you may do a 60-day rollover.
- Unless you elect otherwise, a mandatory cashout of more than \$1,000 will be directly rolled over to an IRA chosen by the Plan administrator. A mandatory cashout is a payment from a plan to a participant made before age 62 (or normal retirement age, if later) and without consent, where the participant's benefit does not exceed \$5,000 (not including any amounts held under the plan as a result of a prior rollover made to the plan).
- You may have special rollover rights if you recently served in the U.S. Armed Forces. For more information, see IRS Publication 3, Armed Forces' Tax Guide.

FOR MORE INFORMATION

You may wish to consult with the Plan administrator or a professional tax advisor, before taking a payment from the Plan or IRA. Also, you can find more detailed information on the federal tax treatment of payments from employer plans and IRAs in: IRS Publication 575, Pension and Annuity Income; IRS Publication 590, Individual Retirement Arrangements (IRAs); and IRS Publication 571, Tax-Sheltered Annuity Plans (403(b) Plans). These publications are available from a local IRS office, on the web at www.irs.gov or by calling 1-800-TAX-FORM.

DISTRIBUTABLE EVENT

Generally a distributable event includes attainment of age 59½ (age 70½ for governmental 457(b) plans), separation from service, disability or death. However, the employer's plan may place additional restrictions that must also be met prior to a distribution. If you have met a distributable event, you may request a rollover of funds to any eligible plan type or a transfer to a like plan type. If you wish to move funds from your VALIC 403(b) account to another 403(b) account via a rollover distribution, and have made contributions prior to 01-01-87, those amounts may lose a grandfathered status that can impact future required distributions. However, movement of funds from your VALIC 403(b) account to another 403(b) account via a transfer distribution may retain the status. For more information, please call 1-800-448-2542.

TRANSFERS

Transfers to a like plan will not be taxed or reported to the IRS. Generally, transfers are allowed regardless of employment status. However, your employer's plan may restrict you to authorized carriers. Transferred amounts generally become subject to the requirements of the plan receiving the transfer as though originally contributed to that plan.

***PRIVATE TAX-EXEMPT 457(b) DEFERRED COMPENSATION PLANS**

Section 457(b) deferred compensation plans sponsored by private tax-exempt employers require participants to make an irrevocable election regarding the distribution of benefits. Commencement of payments cannot be later than April 1st of the year following the year you attain age 70½ unless you are still working for the plan's sponsor. Please contact your plan administrator for more information.

SUBSTANTIALLY EQUAL PERIODIC PAYMENTS

This option allows clients who have separated from service prior to age 55 and who are currently under age 59½ to withdraw funds without incurring a 10% penalty tax. VALIC Retirement Services Company will calculate the amount for you based on your life expectancy or the combined life expectancy of you and your oldest designated beneficiary on file with VALIC Retirement Services Company. If you choose substantially equal periodic payments as an exception to the 10% penalty tax, you must continue to receive the substantially equal periodic payments at least annually until you reach age 59½ or five years (whichever is longer), unless you become disabled or die. Failure to continue these payments will result in a 10% penalty tax based upon all the prior distributions. The only exception to this rule is that you may make a one-time change from the Fixed Amortization method to the Required Minimum Distribution method. Once you have attained age 59½, as long as you have received distributions for five years, the distributions may be stopped without the tax penalty. You will be responsible for insuring that you are complying with tax laws, especially those governing the substantially equal periodic payment exception to the 10% penalty tax mentioned above. Defaulted loans impact the annual amount distributed and may result in a tax penalty. If you have taken a withdrawal in the current calendar year and you elect substantially equal periodic payments, the periodic payments must begin in the following calendar year.

VALIC Retirement Services Company offers the Fixed Amortization and Required Minimum Distribution methods for Substantially Equal Periodic Payments.

Fixed Amortization method. The account balance is amortized over a specified number of years based on life expectancy. The payment amount is determined by the account balance at the time of set up. This payment amount remains the same in each succeeding year. If your calculation is based on this method, you may at a later date make a one-time change to the Required Minimum Distribution method. Once you change to the Required Minimum Distribution method, you may not

change back to the Fixed Amortization method.

Required Minimum Distribution method. The current cash value and applicable life expectancy factor will be used for calculating the substantially equal periodic payments for the Required Minimum Distribution method for the first year. The payment amount is recalculated each year based upon the prior year-end cash value and the life expectancy factor from the published IRS life expectancy tables. Under this method, the account balance, the life expectancy factor and the annual payment are recalculated each year. As a result, the payment amount is likely to change each year. Once this method is started, it may not be changed to another method.

FIXED-INTEREST ONLY OPTION

The first payment will be calculated from the set-up date to the first payment effective date. Subsequent payments will be calculated from the previous payment effective date to the current payment effective date.

This option allows you to request a systematic withdrawal for the calculated amount of earnings on the fixed fund. The payments will continue to process from the selected fund until the fund is depleted. The first payment amount must be at least \$25.00. If the calculated amount for the first payment is less than \$25.00, the payment amount will be made for \$25.00. Subsequent payments will be made for the calculated amount.

ELECTRONIC FUNDS TRANSFER INFORMATION

EFT payment process. Your payments can be electronically transferred to your bank account. Upon receipt of your request, VALIC Retirement Services Company will coordinate with your bank to verify account information. As a result of this verification process, your first payment may be mailed to your address of record. Subsequent payments will be transferred electronically into your bank account within five calendar days as follows: electronic funds will normally be transmitted to your bank the first business day after the payment date. If the payment date falls on a weekend or holiday, the payment will not be processed until the first business day after the weekend or holiday and will be transmitted to your bank the second business day. Your bank then credits your individual account. Thus, please allow for these time frames in your payment date selection.

Note: If your first payment date occurs during the verification process, a check will be mailed to you at your address of record.

EFT terms and conditions. If funds to which you are not entitled are deposited or credited to your account, representing either payments for due dates after your death or erroneous payments made under mistake of fact, VALIC Retirement Services Company is authorized to direct the bank listed on this form to collect and return those funds to VALIC Retirement Services Company. VALIC Retirement Services Company shall not be liable for loss of funds during the process of transfer to the bank (or for delay in any such transfer) except where due to negligence of VALIC Retirement Services Company. To revoke or cancel this order, you must send a written request to VALIC Retirement Services Company.

Note: For deposit into your checking account a voided check **MUST** be attached. Until a voided check has been received for verification, your payment will continue to process to the address of record.

If your payment date occurs during the verification process, a check will be mailed to you at your address of record.

TAX LAWS ON 403(b) PLANS

Prior to the Tax Reform Act of 1986, you had immediate and unrestricted access to your account funded with salary reduction dollars. Effective January 1, 1989, you only have unrestricted access to your December 31, 1988 account balance. Any contributions made after

December 31, 1988, and all interest or account accumulations earned after December 31, 1988, are restricted and are available for the purpose of systematic withdrawals only if you are 59½, have separated from service, die or become disabled. Because of these restrictions, VALIC Retirement Services Company may not be able to process your request.

PRIVATE TAX-EXEMPT 457(b) DEFERRED COMPENSATION PLANS (FPQDC AND NPQDC)

Your payments are considered an annuity option and are irrevocable. (Payments may not be stopped or changed once benefits have commenced.) Since payments are considered an annuity option, charges do not apply.

QUALIFIED JOINT AND SURVIVOR ANNUITY AND QUALIFIED ANNUITY BENEFIT: FOR ERISA PLANS ONLY

This notice should be provided to you at least 30 days, but no more than 180 days, before your proposed distribution date.

If you are married, your retirement plan distributions will be paid to you in the form of a Qualified Joint and Survivor Annuity (“QJSA”) unless you elect a different form of distribution. Under your QJSA, if your spouse survives you, the plan will pay him or her at least 50% of the amount the plan had been paying to you, on the same frequency as the payments to you. If you are not married, your benefit will be paid monthly over your life and will end upon your death unless you elect a different form of distribution. This benefit is referred to as a Qualified Annuity Benefit (“QAB”).

The plan may satisfy the QJSA or QAB by using your vested account balance to purchase an annuity contract from an insurance company. The actual monthly payments made under the annuity contract will depend on the value of your account balance, annuity purchase rates used by the insurance company, your age, and if you are married, your spouse’s age at the time the distribution begins.

The following table reflects the relative values of monthly payments from a Joint and Survivor Annuity and a Life Annuity, assuming a vested account balance of \$5,000 and an interest rate of 6%. This table is based on the Annuity 2000 Mortality tables. **The table is hypothetical and does not reflect the value of your individual benefit or the actual payments you or your beneficiaries would receive.**

Please note that as the ages change, the payment amount will change. If none of the examples closely approximates your situation, you may obtain a more accurate value specific to your situation from your plan administrator or from your financial advisor.

Age at Benefit Starting Date

Annuitant	70	65	60	55	50	45	40	35
Spouse	65	70	55	60	45	50	35	40

Monthly Payment

Annuitant Life Only	39.62	35.35	32.38	30.27	28.75	27.61	26.76	26.13
Joint and 50% Survivor	35.47	33.65	30.21	29.26	27.53	26.99	26.07	25.76
Joint and 75% Survivor	33.71	32.86	29.23	28.78	26.95	26.70	25.73	25.58

This QJSA or QAB requirement may not apply to smaller account balances (generally below \$5,000) and will not apply if you have elected another form of benefit. A partial withdrawal would be considered another form of benefit for this purpose. Other alternate forms of benefits that may be available under your employer’s plan and

under your plan investments may include:

Annuity

An annuity can provide you with payments for your life or for your life and that of your beneficiary; payments for a specified period; payments for your lifetime with a minimum guaranteed period; or a continuation of payments to your surviving spouse that is different from the plan’s percentage of the payments made to you. Generally, the more that the form of payment guarantees, such as a minimum period of payments, or payments to your surviving spouse or to another beneficiary, the more that specified benefit amount will cost. There are IRS rules that may limit the period during which payments may be made.

Lump Sum Distribution

If you elect a lump sum distribution, your benefit will be paid to you in one payment. The amount of your benefit is the vested portion of your account balance as of the valuation date used to calculate your distribution.

Installments

If you elect to receive your benefits in installments, you may specify the dollar amount and frequency of your payments. The period of time over which you receive these installments cannot be greater than your life expectancy or the joint life and last survivor expectancy of you and your designated beneficiary. There are other IRS rules that may further limit the period over which you receive payments.

In order to elect one of these alternative forms of benefits you must waive your right to the QJSA or QAB, and if you are married, your spouse must also consent in writing. In addition, this written consent must be witnessed by a Notary Public or by your Plan Administrator. You are entitled to 30 days (but no more than 180 days) within which to make this decision. Although you have at least 30 days to make this decision, under some circumstances, you may waive this minimum 30-day period, and if you submit a waiver of the QJSA or QAB less than 30 days after it is signed we will assume that you are waiving this notice period. Unless a waiver of the QJSA or QAB is made irrevocably, you have the right to revoke the waiver and execute another waiver at a later time, up to the time when the benefit payments have started. You also have the right to defer receiving a distribution, subject to the terms of your employer’s plan as well as legal requirements that generally require distributions to commence upon the later of attainment of age 70½ or retirement.

The investment options available to you, the right to change investment options, and the fees imposed under the investment options will not be affected by your decision to defer distributions.

Please send completed forms to:

VALIC Document Control
 P.O. Box 15648
 Amarillo, TX 79105-5648

Overnight delivery:

VALIC Retirement Services Company
 2271 S.E. 27th Avenue
 Amarillo, Texas 79103

Call **1-800-448-2542** for assistance.