



HEALTH SAVINGS ACCOUNT TRANSFER / ROLLOVER REQUEST FORM

**For Transfer or Direct Rollover: Complete Part I-IV
**For HSA Rollover involving a check: Complete Part I, II, and IV
(See the reverse side for Rules and Conditions.)

PART I: Personal Information

First Name	MI	Last Name
Address		State
PO BOX	City	Zip
County		SSN
Home Phone	Bus. Phone	Birth Date

PART II: Request Type

Trustee to Trustee Transfer: I currently have Health Savings Account funds with another Trustee or Custodian and want to transfer the funds directly to **HSA Bank**. (Proceed to Part III)

Direct MSA to HSA Rollover: I currently have an MSA with another trustee and would like to directly rollover the funds to establish an HSA with **HSA Bank**. (Proceed to Part III.)

HSA Rollover: I have been issued a check in the amount of \$_____ and closed my MSA or HSA. I would like to rollover the funds to establish an HSA with **HSA Bank**. (Answer the Rollover Qualification Questions below and proceed to Part IV.)

Rollover Qualification Questions (For an eligible rollover, all questions must be answered NO.)

1. **TIMELINES - 60 DAYS:** Have more than 60 days elapsed since you received the distribution from the distributing MSA or HSA? Yes No

2. **TWELVE MONTH RESTRICTION**
Did you receive any other distributions from the distributing MSA/HSA during the preceding 12 months, which you also rolled over? Yes No
Have the assets involved in this transaction been previously rolled over from an MSA or HSA to an HSA within the past 12 months? Yes No

IMPORTANT NOTE: Funds from an IRA or a SIMPLE IRA may not be rolled over to an HSA.

PART III: Transfer or Direct Rollover Information (Skip this section if you are completing an HSA Rollover involving a check.)

Current MSA/HSA Trustee or Custodian Information

Institution Name	
Address	State
PO BOX	City
Current HSA Account #	Phone

Transfer/Direct Rollover Instructions

Directly transfer/rollover: all or part of the account identified above in the following manner:
Please make a check payable as follows: **HSA Bank** as Custodian of the above mentioned account.

This transfer/direct rollover will will not close the account.

For HSA Bank Use Only
NEW Account Number

Transfer/Direct Rollover Type - Important: Be sure to attach a copy of the most recent statement of the account you are transferring.

Immediately liquidate all assets and send the cash proceeds.

Send cash proceeds of all investments at maturity.

Send the assets at maturity for the investments listed below

Investments	Maturity Date
_____	_____
_____	_____

Immediately send all assets "in kind".
Contact HSA Bank for additional forms. If the proper forms are not returned with this form, assets will be liquidated and sent in cash.

PART IV: Signature of Account Holder

<p>Sign Here for either Direct Rollover or HSA Rollover involving a check: I have read and understand the rollover rules and conditions on this form and I have met the requirements for making a rollover. Due to the important tax consequences of rolling over funds or property to an HSA, I have been advised to see a tax professional. All information provided by me is true and correct and may be relied on by the Trustee or Custodian. I assume full responsibility for this rollover transaction and will not hold the Trustee or Custodian liable for any adverse consequences that may result. I hereby irrevocably designate this contribution and/or property as a rollover contribution.</p> <p>_____ Signature of Account Holder (for Rollover) Date</p> <p>_____ Signature of Witness (Required for ROLLOVER) Date</p>	<p>Sign Here for Transfer: I authorize the transfer of the HSA assets in the manner described above, and certify that all of the information provided by me may be relied upon by the Trustee or Custodian.</p> <p>_____ Signature of Account Holder (for Transfer) Date</p> <div style="background-color: #e0e0e0; padding: 5px; border: 1px solid black;"> <p>Accepting HSA Custodian Our organization agrees to serve as the New Trustee or Custodian for an account of the above-named individual, and as Trustee or Custodian, we agree to accept the assets being transferred. HSA Bank, 211 N. Wisconsin Drive, Howards Grove, WI 53083, 800-357-6246</p> <p>_____ Authorized Signature of New Trustee or Custodian Date</p> </div>
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RULES AND CONDITIONS APPLICABLE TO ROLLOVER

GENERAL INFORMATION

A rollover is a way to move money or property from a Medical Savings Account or Health Savings Account to a Health Savings Account. The Internal Revenue Code (IRC) limits how many rollovers may be taken, how quickly rollovers must be completed, and how the Trustee or Custodian must report the transaction. By properly completing this form you are certifying to the Trustee or Custodian that you have satisfied the rules and conditions applicable to your rollover and that you are making an irrevocable election to treat the transaction as a rollover.

ROLLOVER

1 Timelines

The funds you receive from the distributing MSA or HSA must be deposited into an HSA within 60 days after you receive them. When counting the 60 days, include weekends and holidays. There are generally no exceptions to the 60-day rule and the IRS cannot grant extensions. Receipt generally means the day you actually have the funds in hand. For example, the 60 days would begin on the day following the day you pick up the check from the Trustee or Custodian or you receive the check in the mail.

2 Twelve-Month Restriction

You are entitled to one distribution per year per HSA which may be rolled over. Twelve (12) months must pass after receipt of one distribution which you rollover before you may take another distribution from the same HSA to rollover. The focus is on distributions out of an HSA. An HSA is created by executing a plan agreement, not by depositing a contribution into a separate investment within an existing MSA or HSA.

You are entitled to rollover the same assets only once in a twelve (12) month period. Twelve (12) months must elapse between the time you receive a distribution of the assets to be rolled over and the time you receive another distribution of those same assets for rollover purposes.