

IRA Distribution Request Form

(One-time Distributions, IRA Account Termination, Recurring Distribution Set-up and Updates)

Helpful Information

- It is your responsibility to ensure that your IRA distributions comply with IRS rules. All transactions made using this form are reported to the IRS as an IRA distribution. Please consult your tax professional as such distributions generally result in taxable income to you.
- Required Minimum Distributions (RMD) apply to account holders age 73 and older and reported as "Normal" distributions on Form 1099-R.
- Qualified Charitable Distributions (QCD) apply to account holders age 70½ and older and reported as "Normal" distributions on Form 1099-R.
- The QCD exception must be filed on Form 1040. QCDs will be subject to an Accommodation Fee. A Letter of Instruction, in addition to the IRA Distribution form, will be required to process your QCD request. QCDs cannot be set-up as recurring distributions.
- Securities will be priced as of the previous day closing price when processed. Due to the potential fluctuation of prices, it is the account holder's responsibility to ensure that the desired dollar amount has been distributed. Failure to monitor may result in IRS penalties.
- Roth IRA account holders over age 59½ who choose the "> 5 yrs." option when requesting Roth Normal Distributions assume responsibility for ensuring the 5 year period to determine Qualified Roth Distributions has been met.
- If you are a nonresident alien, a 30% tax withholding rate will apply unless you reside in a country with a lower tax treaty rate and submit a valid IRS Form W-8BEN. Contact your Financial Professional to find out if a lower tax treaty rate applies.

By signing this form you acknowledge:

- Non-Roth IRA distributions will generally be taxed as ordinary income, and may be subject to a 10% early withdrawal penalty if taken before age 59½.
- Distributions from a Roth IRA that are attributable to earnings may be taxed as ordinary income and may be subject to a 10% early withdrawal penalty unless certain conditions are met.
- Distributions made from any SIMPLE IRA prior to age 59½ and within the first two years of participating in an employer's SIMPLE IRA plan may be subject to a 25% penalty.
- If taking Substantially Equal Periodic Payments (Internal Revenue Code 72(t)), it is your responsibility to comply with IRS rules. Hilltop Securities reports such distributions as "Premature-Early Withdrawal—no known exception" in accordance with IRS requirements. The 72(t) exception must be filed on Form 5329.

Nothing herein constitutes or should be construed as a legal opinion or advice. Recipients should consult their own attorney, accountant, financial or tax professional or other consultant with regard to their own situation. Neither Hilltop Securities Inc. nor any of its affiliates shall have any liability for any use of the information set out or referred to herein.



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☐ New
☐ Update

IRA Distribution Request Form

1. HTS Account Information.

HTS Account Number: _____

Full Name (First, Middle, Last)	Last 4 Digits of SSN/Taxpayer ID #	Date of Birth
Address	City	State/Province Country Zip

2. Type of IRA. (Check ONE)

☐ 1. Traditional ☐ 2. Roth ☐ 3. SEP ☐ 4. SIMPLE

3. Distribution Type. (Check ONE)

- ☐ 1. Normal Distribution (Over age 59½) Is this a Qualified Charitable Distribution (QCD)? ☐ Yes (If Yes, attach Letter of Instruction.)
☐ Roth Normal ☐ >5 yrs. ☐ <5 yrs. ☐ Unknown
- ☐ 2. Premature - Early-Under age 59½ ☐ Traditional or ☐ Roth (Exceptions to IRS 10% penalty must be filed on Form 5329) *IRS 10% penalty is exclusive from your Federal tax election in section 5 of this form.
- ☐ 3. Beneficiary IRA - ☐ Traditional or ☐ Roth
- ☐ 4. SIMPLE IRA - ☐ Normal ☐ Premature ☐ > 2 yrs. since 1st Employer Contribution ☐ < 2 yrs. since 1st Employer Contribution
- ☐ 5. Disability(as defined under IRS Code Section 72(m)(7))
- ☐ 6. Removal of Excess Contribution for Prior Year _____
- ☐ 7. Removal of Excess Contribution for Current Year
- ☐ 8. Removal of Excess Contribution plus earnings before tax filing deadline. Is contribution being removed in same year? ☐ Yes ☐ No
- ☐ 9. IRA to Qualified Plan (Attach a Letter of Acceptance-not used for IRA to IRA transfers)

4. Reason for Distribution. (Check ONE)

☐ A. Distribute my entire account and close. (Note: Subject to a closing fee.)

☐ B. One time Distribution

i. Cash \$ _____

☐ Before taxes are removed (gross distribution)

☐ After taxes are removed (net distribution)

ii. Securities

Distribute the following securities.

Asset Description	Quantity	Asset Description	Quantity

☐ C. Recurring Distribution*

Cash \$ _____

☐ Before taxes are removed (gross distribution)

☐ After taxes are removed (net distribution)

Frequency (Check ONE)

☐ 1. Weekly ____ (Choose M-T-W-TH-F) ☐ 2. Monthly (Make payment on: ____ day of month) ☐ 3. Quarterly - Beginning ____ Month ____ Day

☐ 4. Under the Hilltop Dividend/Interest payment schedule, as revised from time to time. (Check ONE)

☐ 4a. Dividend/Interest Income

☐ 4b. Dividend/Interest/Principal Pay downs

* If recurring date falls on a weekend or holiday your funds will be distributed on the **next** business day.

5. Tax Withholding-Form W-4P/OMP No. 1545-0415.

The Tax Equity and Fiscal Responsibility Act of 1982 requires withholding of Federal Income Taxes from distributions beginning on January 1, 1983, unless the recipient elects not to have withholding apply. You may opt out of this withholding by checking the appropriate box below. IF NO ELECTION IS MADE, THE CUSTODIAN MUST WITHHOLD TAXES AT THE REQUIRED RATE (10%). Penalties may be incurred under the estimated tax rules if your withholding and/or estimated tax payments are not sufficient.

Please select one of the following required options for federal withholding. This withholding election only applies to this request. Do not leave this section blank:

- ☐ I elect to have no federal income tax withheld from my Retirement Account Distribution.
- ☐ I want the following federal percentage withheld _____ (not less than 10%) from each payment.

Please select one of the following for state withholding. This withholding election only applies to this request. Leave this section blank if your state does not have a state income tax requirement:

- ☐ I elect to have no state income tax withheld from my Retirement Account Distribution.
- ☐ I want the following state percentage withheld _____. Not applicable to all states. Please confirm with your Financial Professional.

6. Distribution Method. (Check ONE)

- ☐ 1. Check
- ☐ 2. Transfer to HTS account # : _____
- ☐ 3. Stock Certificate
- ☐ 4. ACH (Must complete the ACH Authorization form if instructions are not on file.)
- ☐ 5. Wire (Fill out and attach the Fed Wire Request form. Please note, there is an applicable wiring fee.)

7. For Participants Age 73 and Older.

I understand there is a minimum annual distribution requirement based on life expectancy and there is a penalty for not complying.

8. Please Sign and Date.

X _____
Signature Date

W-4RDepartment of the Treasury
Internal Revenue Service**Withholding Certificate for Nonperiodic Payments and
Eligible Rollover Distributions**

Give Form W-4R to the payer of your retirement payments.

OMB No. 1545-0074

2024**1a** First name and middle initial
SEE "SECTION 1" OF IRA DISTRIBUTION REQUESTLast name
SEE "SECTION 1" OF IRA DISTRIBUTION REQUEST**1b** Social security number
SEE "SECTION 1" OF IRA
DISTRIBUTION REQUEST

Address SEE "SECTION 1" OF IRA DISTRIBUTION REQUEST

City or town, state, and ZIP code SEE "SECTION 1" OF IRA DISTRIBUTION REQUEST

Your withholding rate is determined by the type of payment you will receive.

- For nonperiodic payments, the default withholding rate is 10%. You can choose to have a different rate by entering a rate between 0% and 100% on line 2. Generally, you can't choose less than 10% for payments to be delivered outside the United States and its territories.

- For an eligible rollover distribution, the default withholding rate is 20%. You can choose a rate greater than 20% by entering the rate on line 2. You may not choose a rate less than 20%.

See page 2 for more information.

2 Complete this line if you would like a rate of withholding that is different from the default withholding rate. See the instructions on page 2 and the Marginal Rate Tables below for additional information. Enter the rate as a whole number (no decimals)

2SEE "SECTION 5" OF
IRA DISTRIBUTION
REQUEST

%

**Sign
Here**

SEE "SECTION 8" OF IRA DISTRIBUTION REQUEST

N/A

Your signature (This form is not valid unless you sign it.)**Date****General Instructions**

Section references are to the Internal Revenue Code.

Future developments. For the latest information about any future developments related to Form W-4R, such as legislation enacted after it was published, go to www.irs.gov/FormW4R.

Purpose of form. Complete Form W-4R to have payers withhold the correct amount of federal income tax from your nonperiodic payment or eligible rollover distribution from an employer retirement plan, annuity (including a commercial annuity), or individual retirement arrangement (IRA). See page 2 for the rules and options that are available for each type of payment. Don't use Form W-4R for periodic payments (payments made in installments at regular

intervals over a period of more than 1 year) from these plans or arrangements. Instead, use Form W-4P, Withholding Certificate for Periodic Pension or Annuity Payments. For more information on withholding, see Pub. 505, Tax Withholding and Estimated Tax.

Caution: If you have too little tax withheld, you will generally owe tax when you file your tax return and may owe a penalty unless you make timely payments of estimated tax. If too much tax is withheld, you will generally be due a refund when you file your tax return. Your withholding choice (or an election not to have withholding on a nonperiodic payment) will generally apply to any future payment from the same plan or IRA. Submit a new Form W-4R if you want to change your election.

2024 Marginal Rate Tables

You may use these tables to help you select the appropriate withholding rate for this payment or distribution. Add your income from all sources and use the column that matches your filing status to find the corresponding rate of withholding. See page 2 for more information on how to use this table.

Single or Married filing separately		Married filing jointly or Qualifying surviving spouse		Head of household	
Total income over—	Tax rate for every dollar more	Total income over—	Tax rate for every dollar more	Total income over—	Tax rate for every dollar more
\$0	0%	\$0	0%	\$0	0%
14,600	10%	29,200	10%	21,900	10%
26,200	12%	52,400	12%	38,450	12%
61,750	22%	123,500	22%	85,000	22%
115,125	24%	230,250	24%	122,400	24%
206,550	32%	413,100	32%	213,850	32%
258,325	35%	516,650	35%	265,600	35%

623,950*	37%	760,400	37%	631,250	37%
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* If married filing separately, use \$380,200 instead for this 37% rate.

General Instructions (*continued*)

Nonperiodic payments—10% withholding. Your payer must withhold at a default 10% rate from the taxable amount of nonperiodic payments **unless** you enter a different rate on line 2. Distributions from an IRA that are payable on demand are treated as nonperiodic payments. Note that the default rate of withholding may not be appropriate for your tax situation. You may choose to have no federal income tax withheld by entering “-0-” on line 2. See the specific instructions below for more information. Generally, you are not permitted to elect to have federal income tax withheld at a rate of less than 10% (including “-0-”) on any payments to be delivered outside the United States and its territories.

Note: If you don’t give Form W-4R to your payer, you don’t provide an SSN, or the IRS notifies the payer that you gave an incorrect SSN, then the payer must withhold 10% of the payment for federal income tax and can’t honor requests to have a lower (or no) amount withheld. Generally, for payments that began before 2024, your current withholding election (or your default rate) remains in effect unless you submit a Form W-4R.

Eligible rollover distributions—20% withholding. Distributions you receive from qualified retirement plans (for example, 401(k) plans and section 457(b) plans maintained by a governmental employer) or tax-sheltered annuities that are eligible to be rolled over to an IRA or qualified plan are subject to a 20% default rate of withholding on the taxable amount of the distribution. You can’t choose withholding at a rate of less than 20% (including “-0-”). Note that the default rate of withholding may be too low for your tax situation. You may choose to enter a rate higher than 20% on line 2. Don’t give Form W-4R to your payer unless you want more than 20% withheld.

Note that the following payments are **not** eligible rollover distributions for purposes of these withholding rules:

- Qualifying “hardship” distributions;
- Distributions required by federal law, such as required minimum distributions;
- Generally, distributions from a pension-linked emergency savings account;
- Eligible distributions to a domestic abuse victim;
- Qualified disaster recovery distributions;
- Qualified birth or adoption distributions; and
- Emergency personal expense distributions.

See Pub. 505 for details. See also *Nonperiodic payments—10% withholding* above.

Payments to nonresident aliens and foreign estates. Do not use Form W-4R. See Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities, and Pub. 519, U.S. Tax Guide for Aliens, for more information.

Tax relief for victims of terrorist attacks. If your disability payments for injuries incurred as a direct result of a terrorist attack are not taxable, enter “-0-” on line 2. See Pub. 3920, Tax Relief for Victims of Terrorist Attacks, for more details.

Specific Instructions

Line 1b

For an estate, enter the estate’s employer identification number (EIN) in the area reserved for “Social security number.”

Line 2

More withholding. If you want more than the default rate withheld from your payment, you may enter a higher rate on line 2.

Less withholding (nonperiodic payments only). If permitted, you may enter a lower rate on line 2 (including “-0-”) if you want less than the 10% default rate withheld from your payment. If you have already paid, or plan to pay, your tax on this payment through other withholding or estimated tax payments, you may want to enter “-0-”.

Suggestion for determining withholding. Consider using the Marginal Rate Tables on page 1 to help you select the appropriate withholding rate for this payment or distribution. The tables are most accurate if the appropriate amount of tax on all other sources of income, deductions, and credits has been paid through other withholding or estimated tax payments. If the appropriate amount of tax on those sources of income has not been paid through other withholding or estimated tax payments, you can pay that tax through withholding on this payment by entering a rate that is greater than the rate in the Marginal Rate Tables.

The marginal tax rate is the rate of tax on each additional dollar of income you receive above a particular amount of income. You can use the table for your filing status as a guide to find a rate of withholding for amounts above the total income level in the table.

To determine the appropriate rate of withholding from the table, do the following. Step 1: Find the rate that corresponds with your total income not including the payment. Step 2: Add your total income and the taxable amount of the payment and find the corresponding rate.

If these two rates are the same, enter that rate on line 2. (See *Example 1* below.)

If the two rates differ, multiply (a) the amount in the lower rate bracket by the rate for that bracket, and (b) the amount in the higher rate bracket by the rate for that bracket. Add these two numbers; this is the expected tax for this payment. To get the rate to have withheld, divide this amount by the taxable amount of the payment. Round up to the next whole number and enter that rate on line 2. (See *Example 2* below.)

If you prefer a simpler approach (but one that may lead to overwithholding), find the rate that corresponds to your total income including the payment and enter that rate on line 2.

Examples. Assume the following facts for *Examples 1* and *2*. Your filing status is single. You expect the taxable amount of your payment to be \$20,000. Appropriate amounts have been withheld for all other sources of income and any deductions or credits.

Example 1. You expect your total income to be \$62,000 without the payment. Step 1: Because your total income without the payment, \$62,000, is greater than \$61,750 but less than \$115,125, the corresponding rate is 22%. Step 2: Because your total income with the payment, \$82,000, is greater than \$61,750 but less than \$115,125, the corresponding rate is 22%. Because these two rates are the same, enter “22” on line 2.

Example 2. You expect your total income to be \$43,700 without the payment. Step 1: Because your total income without the payment, \$43,700, is greater than \$26,200 but less than \$61,750, the corresponding rate is 12%. Step 2: Because your total income with the payment, \$63,700, is

greater than \$61,750 but less than \$115,125, the corresponding rate is 22%. The two rates differ. \$18,050 of the \$20,000 payment is in the lower bracket (\$61,750 less your total income of \$43,700 without the payment), and \$1,950 is in the higher bracket (\$20,000 less the \$18,050 that is in the lower bracket). Multiply \$18,050 by 12% to get \$2,166. Multiply \$1,950 by 22% to get \$429. The sum of these two amounts is \$2,595. This is the estimated tax on your payment. This amount corresponds to 13% of the \$20,000 payment (\$2,595 divided by \$20,000). Enter "13" on line 2.

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to provide this information only if you want to (a) request additional federal income tax withholding from your nonperiodic payment(s) or eligible rollover distribution(s); (b) choose not to have federal income tax withheld from your nonperiodic payment(s), when permitted; or (c) change a previous Form W-4R (or a previous Form W-4P that you completed with respect to your nonperiodic payments or eligible rollover distributions). To do any of the aforementioned, you are required by sections 3405(e) and 6109 and their regulations to provide the information requested on this form. Failure to provide this information may result in inaccurate withholding on your payment(s).

Failure to provide a properly completed form will result in your payment(s) being subject to the default rate; providing fraudulent information may subject you to penalties.

Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The average time and expenses required to complete and file this form will vary depending on individual circumstances. For estimated averages, see the instructions for your income tax return.

If you have suggestions for making this form simpler, we would be happy to hear from you. See the instructions for your income tax return.