

## Request for Removal of an Excess Contribution from a Traditional IRA, Roth IRA and SEP IRA

RiverSource Contract Number

- If you are a client of Ameriprise Financial, please contact your Ameriprise financial advisor or call our office at 1-800-862-7919 for a copy of the correct form.
- Please read the instructions on page 4 for important information about excess contributions and instructions on how to complete this form.
- For additional questions regarding the completion of this form, call our office at 1-800-333-3437.

### Part 1 Client Information

Owner Name

Phone Number

### Part 2 Traditional IRA or Roth IRA Excess Contribution Information

- Complete this section only if you are requesting the removal of an excess Traditional or Roth IRA contribution. If the excess is being corrected via the Employee Plans Compliance Resolution System (EPCRS) under IRS Rev. Proc. 2013-12 or its successor documents, the employer/plan sponsor must complete and sign Part 4 below.

Plan type:  Traditional IRA  Roth IRA

Dollar amount of excess contribution: \$

Year the excess contribution was deposited to your IRA:

Tax year the excess contribution was made for:

**Answer the following questions only if this request is made AFTER the income tax return due date (April 15) for the tax year for which the excess contribution was made. If both questions 1a and 1b are left blank, then it will be presumed that the answer is "yes" and the client timely filed their tax return or filed for an extension.**

1a. Did you file your taxes on or before the income tax return due date and intend to file an amended return pursuant to § 301.9100-2?  Yes  No

1b. If you did not file your taxes on or before the income tax return due date, did you file for an income tax return extension in a timely manner?  Yes  No

2. Did the total amount of contributions (other than eligible rollover contributions) to all your IRAs for the tax year for which the contribution was made exceed the annual contribution limit?  Yes  No

### Part 3 SEP IRA Excess Contribution Information

- Complete this section only if you are requesting the removal of an excess SEP IRA contribution. If the excess is being corrected via the Employee Plans Compliance Resolution System (EPCRS) under IRS Rev. Proc. 2013-12 or its successor documents, the employer/plan sponsor must complete and sign Part 4 below.

**Note: Excess SEP IRA contributions must be removed from the client's SEP IRA.**

Dollar amount of excess contribution: \$

Year the excess contribution was deposited to your SEP IRA:

Tax year the excess contribution was made for:

Did employer contributions exceed the Internal Revenue Code Section 415(c) limits?:  Yes  No

If excess due to employer contribution, and your request to remove the excess is after April 15 following the tax year for which the excess was made, did you either timely file your income tax return or file for an extension?

Yes  No

**Part 4** Over payment due to plan administrator error corrected under the Employee Plans Compliance Resolution System (EPCRS).

I, the employer, authorize the distribution of the excess employee salary deferrals or employer excess contributions under the corrections methods described in EPCRS, Rev. Proc. 2013-12, and successor documents. I further understand earnings or losses will be calculated in accordance with IRS Regulation 1.408-11. Excess contributions, plus any attributable earnings, returned to the employer will be reported on IRS Form 1099-R to the employee, though it will not be reported as taxable to the employee. I further understand that I am solely responsible for complying with the correction procedures provided under EPCRS and agree to indemnify and hold harmless Ameriprise Financial and its affiliated companies for any claims, penalty or loss associated with the correction of the excess contribution.

Are you self-employed and will be the signer in Section 4 and Section 5?  Yes  No

Employer name

Employer phone number

Employer title

Employer address

City

State

Zip code

Authorized Employer/Plan Sponsor Name

Authorized Employer/Plan Sponsor Signature

Date (MMDDYYYY)

X

**Part 5** Removal Instructions

- Earnings will be calculated and removed in accordance with IRS regulations.
- Please verify the withdrawal provisions and conditions of your contract prior to making a selection. Make sure you understand the impact taking this withdrawal will have on your rider benefit values. Certain riders contain features that may be negatively impacted by taking a withdrawal.
- If the annuity has the *SecureSource 4 Plus*<sup>®</sup> rider, any withdrawal prior to the Base Doubler effective date will permanently set the value of the Base Doubler to \$0.

**Destination for amount removed**

Send a check to my address of record

Amount

Apply to my existing RiverSource IRA contract number

\$

Current year  Prior year, if applicable

**i** If the dollar amount removed exceeds the IRS annual contribution limit or exceeds the dollar amount you requested to be applied to your IRA, the overage will be sent to you at your address of record unless you instruct otherwise.

**Part 6** Withholding Instructions

- **Federal Withholding:** You are liable for federal income tax on the taxable portion of your distribution. If total withholding is not adequate, you may be subject to estimated tax payments and/or penalties.
- 10% federal income tax will be withheld unless you make a different election below.
- **State Withholding:** Withholding rules vary by state. Clients may have the option to: (1) opt-out of withholding, (2) elect default state tax withholding, or (3) increase the rate of withholding. Depending on the state, state tax withholding could be mandatory, optional, unavailable, or the client may need to complete a state-specific form. For state tax withholding rules, go to [riversource.com/statetax](http://riversource.com/statetax).
- Please note that taxes withheld per your elections or in accordance with state rules will not be refunded.
- For all tax-qualified annuities: Withholding is taken from the total amount distributed.
- Different withholding rules apply in certain situations: If we do not have a valid Taxpayer Identification Number on the account, if the payment is delivered outside the United States or if you are a non-resident alien.
- Please consult your tax professional for additional information regarding federal and/or state withholding.

**Withholding Instructions** continued on next page...

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**Withholding Instructions** continued

**Federal Withholding**

Do no withhold federal tax    Withhold 10% federal tax    Withhold  % federal tax - must be more than 10%

**State Withholding**

- If you do not indicate an election, we will generally follow your choice for federal election unless your state does not allow.
- No state tax withholding will be taken for states where withholding is not available.
- The taxpayer's resident state on file is the state we use for state tax withholding.

Do no withhold state tax    Withhold default state tax    Withhold  % state tax

**Part 7 Authorization (Please read pages 3 and 4 carefully before signing)**

I understand that RiverSource Life Insurance Company will issue tax statements to the IRS pursuant to IRS regulations and the information I provide on this form.

Owner Name

Owner Signature

Date (MMDDYYYY)

**X**

If signing as fiduciary, in what capacity are you acting?

POA    Conservator/Guardian    Other

**Instructions for completing this form (only one annuity contract is allowed per request. Additional requests must be submitted on a separate form).**

- To remove an excess Traditional IRA or Roth IRA contribution, complete Sections 1, 2, 5, 6, and 7.
- To remove an excess SEP contribution, complete Sections 1, 3, 5, 6, and 7.
- To remove an excess contribution due to excess corrected under the Employee Plans Compliance Resolution System (EPCRS), complete Section 4 in addition to the sections referenced above.

**Part 1**

Type or print your information as the client.

**Part 2 -- General Information About Excess Contributions to Traditional IRAs or Roth IRAs**

- A. Indicate the dollar amount of the excess contribution you want to remove from your IRA.
- B. Indicate the year the excess amount was deposited into your IRA.
- C. Indicate the tax year for which you intended the excess contribution. (Note: If your excess contribution is the result of an ineligible rollover or transfer, then in essence, the ineligible amount is treated as a regular (active) IRA contribution for the year in which the excess amount was deposited into your IRA).
- D. If this form is being completed after the income tax return due date (April 15) for the tax year for which the excess contribution was made, then indicate whether you have filed for an extension or intend to file an amended return pursuant to IRS Regulation §301.9100-2. Also indicate whether the total dollar amount of contributions (not including eligible rollover contributions) to all of your IRAs for that tax year (the tax year for which you intended the contribution to be), was more than the annual contribution limit.
- **Excess Contribution:** Generally, an excess IRA contribution is the amount contributed to an IRA that is not eligible to be in the IRA. An excess contribution can occur under a variety of situations.
  - **6% Excise Tax on Excess Contributions:** You must pay a 6% excise tax on the excess amount for each year it remains in your IRA at the close of the tax year. The tax cannot be more than 6% of the value of your IRA as of the end of your tax year. The excise tax is figured on IRS Form 5329.
  - **Tax Statements:** You will receive IRS Form 1099-R (Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.) indicating the amount withdrawn from your IRA and the taxable earnings (if applicable). You will also receive IRS Form 5498 (IRA Contribution Information) which will include the excess contribution amount. The IRS requires us to report on Form 5498 the gross amount of your IRA contributions for each tax year, even if that amount includes an excess which you later removed or redesignated to another tax year.
  - **Tax Treatment:** If removed prior to the tax return due date, the excess contribution is includible in your income for the year for which the excess contribution was made and must be reported as wages on your IRS Form 1040 for that year. The earnings are includible in your income for the year for which the excess contribution plus earnings is removed. If you are under age 59½, the earnings, not the excess contribution, may be subject to the IRS premature distribution penalty. If removed after the tax return due date, the excess contribution is includible in your income for the year for which the excess contribution was made and must be reported as wages on your IRS Form 1040 for that year. The distribution of the excess contribution may also be included in income and subject to the 10% premature penalty tax. The earnings do not have to be distributed. In addition, you may owe a 6% excise tax on the excess contribution. Refer to IRS Form 5329 for reporting and paying the excise tax if it applies.

For more information regarding excess contributions to your Traditional IRAs or Roth IRAs, please refer to "A Guide to Your RiverSource Life IRA" or IRS Publication 590.

**Part 3 -- General Information About Excess Contributions to SEP IRAs**

- Your employer is required to notify you of an excess contribution within 2½ months following the close of the plan year. The notice must disclose to you the amount and type of the excess SEP contribution, the calendar year in which the excess contribution must be includible in gross income, and the date by which the excess contribution must be withdrawn. Refer to your Employer's notice when completing this section of the form.
- Excess SEP contributions can occur in three ways:
  - (1) All contributions, including any salary deferral contributions, exceed annual limits for the year.
  - (2) Average Deferral Percentage (ADP) non-discrimination test failure by the SEP-IRA plan.
  - (3) Disallowed deferral -- less than 50% of employees under the plan elected to defer.
- Additional information about excess contributions can be found in "A Guide to Your RiverSource Life IRA" and IRS Publication 590.

**Instructions for completing this form (continued)**

**Part 4**

Indicate whether or not the excess contribution is being corrected through the IRS EPCRS. If yes, your employer must provide the employer name and address and authorized signature in Section 4. If no, continue to Section 5. For more information regarding EPCRS, refer to the IRS website at [irs.gov](http://irs.gov).

**Part 5**

Indicate what you would like us to do with the amount removed.  
Select where the excess should be sent.  
Indicate your tax withholding election.

**Part 6**

Indicate whether or not you would like federal and state taxes withheld.

**Part 7**

You as the IRA owner must sign and date the form.