# BLACKROCK®

Use this form to convert a Traditional, SEP or SIMPLE IRA held at BlackRock to a BlackRock Roth IRA, or to request a conversion of a Traditional, SEP or SIMPLE IRA from another custodian or trustee to a BlackRock Roth IRA.

▸ This form is not intended for initiating conversions from employer sponsored plans; 401(k) or 403(b) plans (contact your plan administrator for instructions)

▸ If establishing a new Roth IRA, please attach a completed & signed **BlackRock IRA Application.**

**Send this completed and signed application to:**

▸ **Regular Mail**
BlackRock Funds
P.O. Box 9819
Providence, RI 02940

▸ **Overnight Mail**
BlackRock Funds
4400 Computer Dr.
Westborough, MA 01581

## Roth IRA Conversion Between BlackRock Individual Retirement Accounts

Use this part of the form to convert a traditional, SEP or SIMPLE (after the required two year holding period) IRA **within BlackRock Funds.** If establishing a new Roth IRA, attach a completed Blackrock Individual Retirement Account Application.

Beginning in 2010, there are no eligibility requirements for converting a traditional, SEP or SIMPLE IRA into a Roth IRA under the Tax Increase Prevention and Reconciliation Act of 2006 ("TIPRA"). You should consult your tax advisor or the Internal Revenue Service (IRS) web site www.irs.gov for more information.

## Section 1: Account Owner Information

_____     _____     _____
First Name of IRA Account Owner     M.I.     Last Name

_____     _____
Federal Tax Identification or Social Security Number     Home Telephone

_____     _____
Street Number     Street Name

_____     _____     _____
City     State     Zip Code

## Section 2: Distribution Instructions

Indicate below the existing BlackRock Funds IRA you wish to convert to a BlackRock Funds Roth IRA:

Existing BlackRock IRA Account Number: _____

**Type of Account:**     Traditional / Rollover IRA     SEP IRA     SIMPLE IRA (after the required two year holding period)

**Amount:**     Distribute entire account balance across all funds, (or)

Partial account conversion: $ _____ from:

| Fund Name | Investment Amount |
|---|---|
| _____ | $ ☐,☐☐☐,☐☐☐.☐ or ☐☐☐% |
| _____ | $ ☐,☐☐☐,☐☐☐.☐ or ☐☐☐% |
| _____ | $ ☐,☐☐☐,☐☐☐.☐ or ☐☐☐% |
| _____ | $ ☐,☐☐☐,☐☐☐.☐ or ☐☐☐% |

**Must Equal 100%**

## Section 3: Tax Withholding Election

IRS regulations require the custodian or trustee of your IRA to withhold federal income taxes from the conversion distribution at the rate of 10% unless you elect not to have withholding apply. Withholding will apply to the entire amount of the conversion distribution, including the amount of any nondeductible contributions that may have been made to the IRA. You may not convert any portion of Required Minimum Distributions (RMDs). Please make an election:

### Tax Withholding Election

#### Federal Tax Withholding Election (REQUIRED)

Distributions from IRAs and qualified retirement plans that are not eligible for rollover are subject to federal income tax withholding (generally 10%) unless you affirmatively elect an additional amount or to NOT have withholding apply to such payments. Please select one:

Do **NOT** withhold federal income tax          Withhold **10%** federal income tax          Withhold ___% federal income tax
                                                                                                                        (must be more than 10%)

#### State Tax Withholding Election

Your state of residence will determine your state income tax withholding requirements, if any. Those states with mandatory withholding may require state income tax to be withheld from payments if federal taxes are withheld or may mandate a fixed amount regardless of your federal tax election. Voluntary states let individuals determine whether they want state taxes withheld, while some states have no income tax on retirement payments. You may wish to consult with a tax advisor for additional information on your state's requirements.

**For Mandatory States Only:**
I elect to **NOT** withhold state income tax
retirement account distributions.

**For Voluntary States Only:**
I elect **to** have the following amount or percentage
retirement account distributions.
$ _____    or    _____ %

**Important:** If you elect to have federal income taxes withheld, you may still invest the entire amount of the conversion distribution into your BlackRock Funds Roth IRA by using other assets to replace amounts withheld as a prepayment of federal income taxes.

Remember, if you use your IRA assets to pay taxes on the conversion distribution amount (either by liquidating additional shares or by not replacing amounts withheld for federal income tax), the IRA assets used to pay those taxes may be considered a premature distribution (if you are under the age of 59½) since they are not being converted into the Roth IRA or rolled over into another IRA and you could also be subject to a 10% early withdrawal penalty.

## Section 4: Investment Allocation

New Roth IRA — follow the investment instructions as provided on the attached application.

Invest the proceeds as follows into my existing Roth IRA:          Account Number: _____

| Fund Name | Investment Amount |
|---|---|
| _____ | $ ☐,☐☐☐,☐☐☐.☐☐  or  ☐☐☐% |
| _____ | $ ☐,☐☐☐,☐☐☐.☐☐  or  ☐☐☐% |
| _____ | $ ☐,☐☐☐,☐☐☐.☐☐  or  ☐☐☐% |
| _____ | $ ☐,☐☐☐,☐☐☐.☐☐  or  ☐☐☐% |

**Must Equal 100%**

## Section 5. Signature and Authorization

I authorize BlackRock Funds and the Custodian to make the above requested distribution from my traditional IRA and use the distribution proceeds to purchase a conversion contribution into a Roth IRA. I certify that no tax or legal advice has been given to me by the Custodian, BlackRock Funds, or any agent of either of them, and that all decisions regarding the elections made on this form are my own. The Custodian may conclusively rely on this certification and authorization without further investigation or inquiry. I expressly assume responsibility for any adverse consequences which may arise from the election and agree that the Custodian, BlackRock Funds, and their agents shall in no way be responsible, and shall be indemnified and held harmless, for any tax, legal or other consequences of the election made on this form. I understand this conversion is irrevocable.

**I have read and understand and agree to be legally bound by the terms of this form.**

Signature of IRA Account Owner

Date (Month/Day/Year)

## Roth IRA Conversion From Another Institution to a BlackRock Roth IRA

Use this part of the form to convert a traditional, SEP or SIMPLE (after the required two year holding period) Individual Retirement Account ("IRA") **from another custodian or trustee to a BlackRock Funds Roth IRA.** If establishing a new Roth IRA, attach a completed BlackRock Individual Retirement Account Application. This form is not intended for initiating conversions from employer sponsored plans; 401(k) or 403(b) plans (contact your plan's administrator for instructions).

Beginning in 2010, there are no eligibility requirements for converting a traditional, SEP or SIMPLE IRA into a Roth IRA under the Tax Increase Prevention and Reconciliation Act of 2006 ("TIPRA"). You should consult your tax advisor or the Internal Revenue Service (IRS) web site www.irs.gov for more information.

**Send this completed and signed application to:**

▶ **Regular Mail**
BlackRock Funds
P.O. Box 9819
Providence, RI 02940

▶ **Overnight Mail**
BlackRock Funds
4400 Computer Dr.
Westborough, MA 01581

## Section 1: Account Owner Information

First Name of IRA Account Owner

M.I.

Last Name

Federal Tax Identification or Social Security Number

Home Telephone

## Section 2: Investment Allocation

New Roth IRA — follow the investment instructions as provided on the attached application.

Invest the proceeds as follows into my existing Roth IRA: BlackRock Account Number:

**Fund Name**

**Investment Amount**

$ ☐,☐☐☐,☐☐☐.☐☐ or ☐☐☐%

$ ☐,☐☐☐,☐☐☐.☐☐ or ☐☐☐%

$ ☐,☐☐☐,☐☐☐.☐☐ or ☐☐☐%

$ ☐,☐☐☐,☐☐☐.☐☐ or ☐☐☐%

**Must Equal 100%**

## Section 3: Tax Withholding Election

IRS regulations require the custodian or trustee of your IRA to withhold federal income taxes from the conversion distribution at the rate of 10% unless you elect not to have withholding apply. Withholding will apply to the entire amount of the conversion distribution, including the amount of any nondeductible contributions that may have been made to the IRA. You may not convert any portion of Required Minimum Distributions (RMDs). Please make an election:

I elect **NOT TO** have federal income tax withheld from this conversion distribution from my traditional IRA. This option is only available for accounts registered with an address in the United States.

I elect **TO** have 10% federal income tax withheld from this conversion distribution from my traditional IRA.

I elect **TO** have _____ % federal income tax withheld from this conversion distribution from my traditional IRA.
(must be more than 10%)

**Important:** If you elect to have federal income taxes withheld, you may still invest the entire amount of the conversion distribution into your BlackRock Funds Roth IRA by using other assets to replace amounts withheld as a prepayment of federal income taxes. Remember, if you use your IRA assets to pay taxes on the conversion distribution amount (either by liquidating additional shares or by not replacing amounts withheld for federal income tax), the IRA assets used to pay those taxes may be considered a premature distribution (if you are under the age of 59½) since they are not being converted into the Roth IRA or rolled over into another IRA and you could also be subject to a 10% early withdrawal penalty.

## Section 4: Current Custodian and Account Information

_____          _____
Current Custodian                                          Contact Telephone Number

_____   _____
P.O. Box/Street Number    Street Name

_____          _____   _____
City                                                       State                             Zip Code

_____ Amount to Distribute:    Entire Account      Partial Amount:  $  _____
Account Number

**Type of Account:**      Traditional / Rollover IRA      SEP IRA      SIMPLE IRA (after the required two year holding period)

_____ Amount to Distribute:    Entire Account      Partial Amount:  $  _____
Account Number

**Type of Account:**      Traditional / Rollover IRA      SEP IRA      SIMPLE IRA (after the required two year holding period)

For Certificates of Deposit:      Immediately*      At Maturity Date

**NOTE:** If you wish to have certificates of deposit transferred immediately and they have not matured, you may incur a redemption penalty. We cannot accept requests to convert certificates of deposit more than 60 days before their maturity.

## Resigning Custodian Instructions

Issue check payable to: **"BNY Mellon Investment Servicing Trust Company"** (as custodian for the BlackRock Funds Roth IRA), and include the **Participant Name** and **BlackRock Roth IRA Conversion account number.**

## Section 5: Signature and Authorization

I authorize the current custodian or trustee of my IRA to distribute the amount(s) indicated for the purpose of converting them to a Roth IRA with BlackRock Funds and to issue a check as indicated below. I understand it is my responsibility to insure the prompt conversion of assets by the current custodian or trustee. I understand that I am solely responsible for all tax consequences and agree that neither BlackRock Funds nor their Custodian shall have responsibility for any tax consequences resulting from my instructions. I authorize BlackRock Funds and BNY Mellon Investment Servicing Trust Company to process this request on my behalf.

I have read this form and understand and agree to be legally bound by the terms of this form. I also understand that the Custodian, BlackRock Funds and their agents will rely on my instructions within this form when accepting my conversion contribution. I understand this conversion is irrevocable.

Participant's Signature                                             Date (Month/Day/Year)

Medallion Signature Guarantee Stamp and Signature (If required by your current custodian or transfer agent): An eligible guarantor is a domestic bank or trust company, securities broker/dealer, clearing agency or savings association that participates in a medallion program recognized by the Securities Transfer Agents Association. The three recognized medallion programs are the Securities Transfer Agents Medallion Program (known as STAMP), Stock Exchanges Medallion Program (SEMP), and the Medallion Signature Program (MSP). A notarization from a notary public is NOT an acceptable substitute for a signature guarantee.

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