

Instructions:

This form should be used to convert your existing Traditional IRA to a Roth IRA.

Please note:

- If you are over age 72, you may need to process a Required Minimum Distribution before requesting a Roth IRA conversion.
- You are responsible for maintaining records of your Roth IRA conversions and annual contributions for tax purposes.

1. CONTRACT INFORMATION

Contract Number

Name of Annuitant

Name of Contract Owner

Social Security Number

Street Address, City, State, Zip

Telephone Number

Please check if this is an address different from our records.

2. CONVERSION ELECTION

Please indicate the type of conversion you are requesting (*Please check only one option*):

Full Roth IRA Conversion: Convert the current balance of this existing IRA to a Roth IRA

Partial Roth IRA Conversion: Establish a new contract with this amount: \$ _____

Please note: Conversion may result in a taxable event. Please consult with a qualified tax consultant before requesting this conversion to be sure it is appropriate for you.

For full conversions and partial conversions with a new contract being established, a new business completed application will also need to be submitted along with this form.

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3. INCOME TAX WITHHOLDING FOR CONVERSION

FEDERAL WITHHOLDING – Please Check One (If no election is made, federal income tax will be withheld.)

- Withhold 10%
 Withhold another amount: \$ _____ or _____ %
 Do not withhold federal income tax

STATE WITHHOLDING If you reside in one of the following states – CA, DC, DE, GA, IA, KS, MA, ME, MI*, NE, NC OK, OR, VT, or VA – and federal income tax is withheld, we will automatically withhold state income tax. If your state allows, you may opt out. See the enclosed **State Tax Withholding Information** to determine if your state allows you to opt out. If you do not reside in one of the states previously listed, you may still elect to withhold **UNLESS** you live in AK, FL, NH, NV, SD, TN, TX, WA, WY. Please check one of the following boxes.

- Do not withhold. I live in one of the states listed above, but my state allows me to opt out
 Withhold \$ _____ or _____ %

***MICHIGAN RESIDENTS** – Please refer to www.michigan.gov/taxes for information regarding the MI W-4P form for tax withholding, or opt out information. If the MI W-4P is not returned, we are required to withhold state income tax.

Notice: Federal law requires withholding a minimum of 10% Federal Income Tax from taxable distributions, unless you elect not to have taxes withheld or specify a different withholding amount. Withholding will only apply to that portion of your distribution that is includable in your income subject to Federal Income Tax. You may revoke this withholding election at any time by contacting Oceanview Life and Annuity Company in writing. Electing not to withhold at this time does not release the liability for payment of Federal and, if applicable, state Income Tax on the taxable portion of your payment. You may incur tax penalties if your withholding and tax payments are not adequate.

Note: Oceanview Life and Annuity Company will not render tax advice. Please consult your tax advisor regarding your financial situation.

5. CERTIFICATION OF TAXPAYER IDENTIFICATION

Under penalties of perjury, I certify that:

1. The Social Security Number or Taxpayer Identification Number shown on this form is correct (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because:
 - (a) I am exempt from backup withholding, or
 - (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or
 - (c) The IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (as defined in the General Instructions of IRS Form W-9), and
4. The FATCA code(s) entered on this form, if any, indicating that I am exempt from FATCA reporting is correct. Exemption from FATCA reporting code, if any: _____ (FATCA reporting codes can be found in the General Instructions for IRS Form W-9.) If you are only submitting this form for an account you hold in the United States, you may leave this field blank.

Certification Instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your return.

6. SIGNATURE

Signature of Owner

Date