

Transamerica Funds 403(b)(7) Transfer Request Form



Use this form to transfer an existing 403(b)(7) tax-sheltered account or annuity with another custodian to a Transamerica Funds 403(b)(7) account. Forms for all other types of accounts are available on our website at www.transamericafunds.com. For assistance, call Transamerica Fund Services, Inc. toll free at 1-888-233-4339 Monday through Friday.

Procedures for Transferring Accounts

To complete a transfer, be sure to complete the following steps:

- Complete and sign the Transamerica Funds 403(b)(7) application.
- Complete and sign the transfer form.
- Carefully read and retain the 403(b)(7) Custodial Agreement for your records.
- Please have the form stamped with a Securities Transfer Agents Medallion Program (STAMP2000) Signature Guarantee.
- Please have your employer sign the transfer form.
- Please include a complete copy of your current account statement from your present custodian.

Mail the completed transfer form and application (if opening a new account) to:

Regular Mail

Transamerica Fund Services, Inc.
P. O. Box 219945
Kansas City MO 64121-9945

Overnight Mail

Transamerica Fund Services, Inc.
330 W. 9th Street
Kansas City MO 64105

Payment Instructions for Present Custodians:

Please make check payable to Transamerica Fund Services, Inc.

Section One – Account Holder Information

Name of Account Owner*

Address (as shown on your account)*

City*

State*

Zip*

Social Security Number*

Date of Birth*

E-Mail Address

Section Two – Current Custodian Information

Current Custodian or Trustee*

Address*

City*

State*

Zip*

Telephone Number

Fax Number

**Required Information*

Section Three – Accounts to be Transferred

When should your accounts be transferred?

Transfer immediately

Transfer at maturity

(Indicate expected maturity date; must be within four weeks of this request.)

Liquidate and transfer the accounts noted here:

Amount or percentage of each to be transferred (REQUIRED)

Account Number 100% % \$

Account Number 100% % \$

Account Number 100% % \$

Transfer-in-Kind. I am transferring an existing Transamerica Funds 403(b)(7) account or annuity held with another trustee/custodian to a Transamerica Funds 403(b)(7) account with State Street Bank and Trust Company as Custodian.

Section Four – Instructions for Transamerica Fund Services, Inc.

Special Instructions for Employer Securities

Employer securities should be liquidated and the cash proceeds sent to your Transamerica Funds 403(b)(7) account.

However, if the present custodian/trustee is unable to liquidate such securities and the employer securities must be transferred, the following procedures must be followed: a stock certificate must be issued in the name of "State Street Bank and Trust Company, FBO [Client Name]." Transferee name must appear exactly as shown. Send to Transamerica Fund Services, Inc., P.O. Box 219945, Kansas City, MO 64121-9945.

This procedure may only be used if the employer securities are traded on a national exchange; any others will be returned to the present custodian/trustee. Reasonable efforts will be made to sell such stock and invest the cash proceeds in your Transamerica Funds 403(b)(7) pursuant to your instructions.

Any customer that transfers employer securities to a Transamerica Funds IRA will incur a \$15 legal transfer fee and will pay a reasonable commission for the liquidation of their employer stock. However, in the event State Street Bank and Trust Company is not able to liquidate the stock within 10 business days, the certificate will be returned to the present custodian/trustee as indicated on the Transamerica Funds 403(b)(7) Transfer Request Form.

Additional Information

If the participant already maintains an existing Transamerica Funds 403(b)(7) account and desires to transfer a tax sheltered account or annuity plan assets to the existing account, a new Transamerica Funds 403(b)(7) application is not required. In this case, you only need to send the completed Transamerica Funds 403(b)(7) Transfer Request Form to State Street Bank and Trust Company, c/o Transamerica Fund Services, Inc. and indicate the existing Transamerica Funds 403(b)(7) account number, shareholder's name, and Social Security Number on the form for proper identification.

The transferred assets should be applied to a(n):

- New Transamerica Funds 403(b)(7) account, State Street Bank and Trust Company as Custodian.** (Not available for Class P shares)
A completed Transamerica Funds 403(b)(7) Application must accompany this Transfer Request Form. Your transferred assets will be allocated as indicated in Section Three of your new account application.
- Existing Transamerica Funds 403(b)(7) account, State Street Bank and Trust Company as Custodian.** Unless you indicate otherwise, your transferred assets will be allocated as indicated on your original Transamerica Funds 403(b)(7) Account Application. If you would like to allocate your transferred assets differently, complete the section below.

Total for all funds must equal 100%

Fund and Account Number	<input type="checkbox"/> 100%	<input type="checkbox"/>	%
Fund and Account Number	<input type="checkbox"/> 100%	<input type="checkbox"/>	%
Fund and Account Number	<input type="checkbox"/> 100%	<input type="checkbox"/>	%

Section Five – Authorization and Acceptance

Account Holder Authorization: I hereby authorize State Street Bank and Trust Company to deposit the assets received from my existing 403(b) or 403(b)(7) according to the terms stated in this form.

Please read the following as a result of recently enacted regulations. You are also responsible for obtaining your employer's signature (see below): As a result of new Section 403(b) regulations, this proposed transfer of asset transaction will be treated as a tax-free transfer or contract exchange only if conditions set forth in Section 1.403(b)-10(b) of the Treasury Regulations are met, including the requirement that my employer and the product provider enter into an information sharing agreement. I understand that I should consult with my tax professional before completing this transaction request.

Signature

Date

Signature Guarantee

Name of Signing Officer for Signature Guarantee (please print)

Date

Employer Approval: As an authorized representative of the above Account Holder's employer, I hereby approve of the transfer request and agree to comply with applicable Section 403(b) regulations. I also agree that the employer has previously entered into an information sharing agreement with Transamerica Fund Services, Inc. to enable this transfer to be permitted under the Section 403(b) plan and treated as non-taxable.

Authorized Signature of Employer

Date

Custodian Acceptance: State Street Bank and Trust Company agrees to accept transfer of the above noted assets for deposit to the Depositor's State Street Bank and Trust Company 403(b)(7) Custodial Account, and request the liquidation and transfer of assets as indicated above.

Authorized Signature (as agent for State Street Bank & Trust Company)

Date

State Street Bank and Trust Company will complete its portion of the Transfer Request Form, as Successor Custodian, and send the letter to the present Custodian/Trustee.