



Health Savings Account Transfer Request Form

Use this form to request your previous trustee/custodian to transfer all or a portion of assets from another HSA, Archer MSA, or IRA into your Benefitfocus Account Services HSA. Complete each section and send the completed form to your previous trustee or custodian for processing. Transfers may take 3 to 6 weeks depending on your previous trustee/custodian's processing time.

If you have any questions about HSAs or completing this form, please contact Benefitfocus Account Services at 1-(855)-719-1853.

Transfer Process:

- 1. Complete all sections of this form**
- 2. Mail or fax your form to the transferring trustee/custodian listed in Section 2.**

***Required Fields**

1. Consumer Information		
*Consumer Name (First, MI, Last)		*Employer Name (If sponsored by an employer plan)
*Birth Date (MM/DD/YYYY)	*Social Security Number	*Day Telephone
*Address		
*City	*State	*Zip
Email Address		
2. Transferring Trustee/Custodian		
*Transferring Trustee/Custodian Name		*Contact Name
*Address		
*City	*State	*Zip
*Account Number or Identification		
3. Transfer Instructions		
3a. Originating Account Type: <input type="checkbox"/> HSA <input type="checkbox"/> Archer MSA <input type="checkbox"/> IRA		
3b. Total Amount to Transfer: <input type="checkbox"/> Entire Account Balance <input type="checkbox"/> Specific Dollar Amount \$ _____ <input type="checkbox"/> Keep my Account Open <input type="checkbox"/> Close my Account		
3c. Transfer by check , payable to "Benefitfocus Account Services as HSA Administrator of" (Owners Name)		
3d. Mail check <u>attached to this form</u> to: Benefitfocus Account Services PO Box 2884 Fargo, ND, 58108		

4. Important Information

Eligibility for HSA Transfer

You may only transfer funds into a Benefitfocus Account Services HSA from an HSA, Archer MSA or IRA. You may only transfer funds if you are the accountholder of the transferring HSA, Archer MSA or IRA, the surviving spouse of a deceased accountholder, or the former spouse of the accountholder who is receiving an interest in the HSA, Archer MSA or IRA pursuant to a divorce or separation agreement.

One-Time Transfer from a Roth or Traditional IRA to an HSA

IRA transfers count toward and are limited to your maximum HSA contribution for the year. The amount of your IRA transfer is not allowed as a deduction. Your funds will be returned in the event that the deposit amount, when added to your total cumulative year-to-date contribution, exceeds the maximum annual contribution threshold as determined by the IRS. Generally, only one transfer may be made during the lifetime of an individual.

Penalties may apply if High Deductible Health Plan (HDHP) coverage does not continue for 12 months. This transfer option does not apply to SEP or SIMPLE IRAs.

Excess Contributions

You are not permitted to transfer excess contributions from an HSA, Archer MSA or IRA to a Partner Name HSA. If any portion of your transfer is or becomes an excess contribution, it is your responsibility to notify Partner Name and request a withdrawal of the excess contribution together with any net income attributable thereto.

Investments

Your HSA will be invested as provided under your HSA arrangement with Benefitfocus Account Services.

Additional Information about HSAs

See IRS Publication 969 Health Savings Accounts and other Tax Favored Health Plans, for additional information about HSAs. This publication is available free from the Internal Revenue Service and is available through the IRS Web site: www.irs.gov.

Direct Rollover

If you have already received a distribution from your HSA or IRA, you may be eligible to make a rollover into your Benefitfocus Account Services HSA (instead of a transfer). Rollovers can be deposited into your Benefitfocus Account Services HSA via the HSA Contribution Form.

5. Acknowledgement

I hereby acknowledge that, due to the important tax consequences relating to transferring or rolling over funds to an HSA, I have been advised to see a tax professional. State tax laws may vary, and I agree that Benefitfocus Account Services makes no representation as to the tax effect of this transfer under state law. I also acknowledge that my decision to transfer/rollover funds to my Benefitfocus Account Services HSA is completely voluntary. I assume the responsibility for any consequences that my beneficiaries or I may experience relating to this transfer and I agree that Benefitfocus Account Services shall in no way be responsible for those consequences. All information provided by me is true and correct and may be relied upon by the transferring trustee or custodian and Benefitfocus Account Services.

6. Signature

I acknowledge that I have established an HSA with Benefitfocus Account Services and I have read and understand the Instructions, Important Information and Acknowledgement provisions that are included in this HSA Transfer Request Form.

*Consumer Signature	*Date
	
Authorized Signature of Healthcare Bank as Custodian	

IMPORTANT INFORMATION

This Health Savings Account (HSA) is a custody account with Healthcare Bank serving as the custodian. Terms and conditions of the HSA are included in your HSA Agreement and Cardholder Agreement. Healthcare Bank deposit products that are held in the HSA are FDIC insured, subject to FDIC insurance limits. FDIC insurance is determined on end-of-day ledger balances in your deposit account which may include funds deducted from your available balance for investment purchases that have not yet settled.

Non-deposit investment products, such as mutual funds, are not deposits or obligations of, or guaranteed by Healthcare Bank or any of its affiliates, nor are they insured by the Federal Deposit Insurance Corporation (FDIC), or any other government agency. Past returns of investment products do not guarantee future results. Mutual fund prospectuses provide detailed information about fund investment objectives and fees. Read a mutual fund's current prospectus carefully before investing. Healthcare Bank does not provide legal, tax, or investment advice to HSA accountholders. Contact a qualified accountant, attorney or investment adviser for tax, legal or investment advice.