

Hartford Funds Internal Roth Conversion Form

Purpose

To initiate a conversion from an existing Hartford Funds Traditional, SIMPLE or SEP IRA to a Hartford Funds Roth IRA.

Section A - Account Information

Owner's First Name, Middle Initial, Last Name	
Owner's Social Security Number	Individual Retirement Account Number(s)

Full Conversion Yes No

If a partial conversion, please include the percentage to be converted: _____%

Fund Name	Fund Number	Percentage	Fund Name	Fund Number	Percentage	
	_____	_____ %		_____	_____ %	
	_____	_____ %		_____	_____ %	
Total = 100%						

Section B - Investment Account Information

- Please convert my IRA account indicated above to a Roth IRA using the existing fund breakdown.
- Please convert my IRA account indicated above to a Roth IRA using the new fund(s) selected below. (Please specify new fund allocation below).

Fund Name	Fund Number	Percentage	Fund Name	Fund Number	Percentage	
	_____	_____ %		_____	_____ %	
	_____	_____ %		_____	_____ %	
Total = 100%						

Section C - Income Tax Withholding

Federal Tax Withholding Election (required)

Federal tax law requires us to withhold federal income taxes from your conversion at the rate of 10% unless you affirmatively elect not to have withholding apply or you elect an additional amount.

Please make your federal tax withholding election by selecting one option below.

- Do **not** withhold federal income tax
- Withhold 10% federal income tax
- Withhold _____% federal income tax (must be more than 10%)

State Tax Withholding Election (optional)

Your state of residence dictates the applicable state income tax withholding requirements. Some states are Mandatory States that may require state income tax to be withheld from your conversion unless you affirmatively elect not to have withholding apply. Other states are Voluntary States that do not require a tax withholding, but do let individual taxpayers determine whether they want state taxes withheld. There are also some states that will not allow state income tax withholding on your conversion. Please consult with your tax advisor or refer to your state tax laws for more information.

You may select an applicable state tax withholding election below.

Mandatory states only - Do **not** withhold state income tax

For Michigan taxpayers, state Form MI W4-P is also required to waive withholding

Voluntary states only - withhold _____% state income tax

Important Notes:

If you elect to have tax withheld, you may still invest the entire amount of the conversion into your Roth IRA by using other assets to replace amounts withheld as a prepayment of taxes.

If you use IRA assets to pay any taxes on the conversion, those assets may be considered a premature distribution (if you are under the age of 59½) since they are not being converted to the Roth IRA and you could also be subject to a 10% early withdrawal penalty on those assets.

Please consult with your tax advisor to review the tax implications of a Roth IRA conversion.

Taxpayer Representations

Your signature on this form acknowledges: (i) that you have read this information about tax withholding; and (ii) that the Social Security Number or Tax Payer Identification Number you provided on this form is correct.

Section D - Authorization to Transfer

I hereby authorize the conversion of my existing Hartford Funds Traditional, SIMPLE or SEP IRA to a Hartford Funds Roth IRA. I understand that this conversion is a **taxable event**. I also understand I will be required to pay income taxes on this conversion. I hereby hold Hartford Funds and UMB Bank, n.a. harmless regarding the tax consequences of this conversion.

I understand that Hartford Funds does not provide advice or recommendations. I understand that Hartford Funds does not serve as a fiduciary. I understand that I should consult with my own financial professional for advice before making any investment decision.

Signature	Date (mm/dd/yyyy)
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**Fax this completed form to (888) 802-0039,
or mail it to the appropriate address below.**

**For standard mail delivery,
please mail this form to:**
Hartford Funds
P.O. Box 219060
Kansas City, MO 64121-9060

**For private express mail,
please mail this form to:**
Hartford Funds
430 W 7th Street Suite 219060
Kansas City, MO 64105-1407

If you have questions or require more information, contact your financial professional or call Hartford Funds at (888) 843-7824.