

Hartford Funds SIMPLE IRA Return of Excess Contribution Form

(Use only for SIMPLE IRA accounts with UMB Bank, n.a. as custodian)

HARTFORDFUNDS

Our benchmark is the investor.*

Purpose

Use this form to request a return of an excess employee contribution and/or employer contribution made to a SIMPLE IRA. Please read the instructions carefully to complete the form. Hartford Funds strongly recommends that you consult with your qualified tax professional for any tax questions pertaining to distributions taken from your retirement plans.

To process an excess contribution removal on a Traditional, Roth, or SEP IRA, please use the Hartford Funds Return of Excess Contribution Form for Traditional, Roth, and SEP IRA's (MF-10075).

Important Notice

- This form does not address all available options for employer or employee SIMPLE IRA excess contributions. You should consult your tax professional for guidance prior to completing this form. Additional information for employers may also be found for in the SIMPLE IRA Fix-It Guide, or through the IRS Employee Plan Compliance Resolution System ("EPCRS"), both of which can be found on the IRS website, [irs.gov](https://www.irs.gov).
- The deadline for the tax year is your tax filing deadline.

Medallion Signature Guarantees cannot be faxed.

Section A - Hartford Funds Account Owner Information

Owner's Name	Social Security Number
Account Number	Telephone Number
Employer Plan Name	
SIMPLE IRA Plan Authorized Individual	

Section B - Excess Contribution Information

- ☐ **Employee contribution, before tax filing deadline (generally April 15th) — no extensions.** I have not yet filed my taxes for the year of the contribution. To correct an excess contribution before the tax filing deadline for the year for which the excess contribution was made, I understand that the IRS may require a calculation to determine the earnings or loss on the excess contribution. Earnings will be calculated by the custodian as a gain or loss and this will adjust the amount of excess withdrawn. (Treas. Reg. 1.408-11)
1. Amount of excess contribution \$_____ which was deposited in year ____.
2. Excess contribution date(s) (if available): _____
- ☐ **Employee contribution, after tax filing deadline (generally April 15th) — no extensions.** I have already filed my taxes for the year of the contribution. I understand that I can only remove the amount of the excess contribution.
1. Amount of excess contribution \$_____ which was deposited in year ____.
- ☐ **Employer contribution.** When requesting a return of excess employer contribution before/after the tax filing deadline for the year in which the excess contribution was made, I understand that I must remove both the excess contribution amount(s) as well as the earnings, if any. Earnings will be calculated by the custodian as a gain or loss and this will adjust the amount of excess withdrawn. (Treas. Reg. 1.408-11) As the employer you acknowledge that it is your responsibility to review the SIMPLE IRA Fix-It Guide, or the IRS EPCRS prior to processing this distribution, both of which can be found on the IRS website, [irs.gov](https://www.irs.gov).
- Note:** Excess employer contributions must be returned to the employer. The employer's signature is required in Section E.
1. Amount of excess contribution \$_____ which was deposited in year ____.
2. Excess contribution date(s) (if available): _____

Note: Please consult with your tax and legal professionals. Hartford Funds cannot provide tax, accounting, or legal advice.

Section C - Distribution Election

Specify percentage of the excess amount to be removed from each fund:

Fund Name	Fund Number	Class	Percentage
			_____%
			_____%
			_____%
			_____%
TOTAL			100 %

Note: The amount returned may be more or less than your actual contribution due to market fluctuation. If no instructions are provided, any amounts removed will be removed in the same proportion as originally invested.

Section D - Instructions for Amount to be Removed

Employer:

Any **employer** contributions will automatically be returned via electronic funds transfer, ("EFT") to the bank account that is already established with Hartford Funds. If EFT has not been established prior to the receipt of this request, is unavailable, or if you check the box below, a check will be mailed to the employer's address of record. Excess employer contribution removal must be authorized by the SIMPLE IRA owner in section E below.

☐ Mail check to the employer's address of record (continue to Section E).

Employee:

This section only applies to SIMPLE IRA return of excess employee contribution.

Please select one of the following options:

☐ Forward check to my current address of record (default)

☐ Forward check to an alternate address (Medallion Signature Guarantee required below within Section E):

Mailing Address	City	State	Zip
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Income Tax Withholding: (for payments within the United States) By signing this form, I elect not to have income tax withheld from the distribution.

Section E - Authorization/Acknowledgment (you must complete this section)

I, the undersigned, authorize and request that UMB Bank, n.a. as custodian for my IRA, make the above distribution(s) from the account listed in Section A. I fully understand that I am ultimately responsible for removing excess contributions from my IRA, and that failure to remove excess contributions may result in tax penalties. I am authorizing Hartford Funds to follow the instructions as selected above.

These materials are not intended to provide tax, accounting, or legal advice. As with all matters of a tax or legal nature, you should consult your own tax or legal professional for advice. Hartford Funds cannot provide tax, accounting, or legal advice. The information in these materials cannot be used or relied upon for the purpose of avoiding IRS penalties.

I certify that the information provided above is correct, and I am aware of the possible tax consequences of these distribution(s). I agree to indemnify and hold Hartford Funds, SS&C GIDS, Inc., UMB Bank, n.a., and any affiliate and/or any of their directors, trustees, employees, and agents harmless in this regard for elections I have made, and for any actions taken as a result of the information and instructions I have provided.

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Account Number(s): _____

The distribution of an excess employee and/or employer contribution is being authorized by the SIMPLE IRA owner.
Sign here:

Owner's Name (print)

Owner's Signature

Date Signed (mm/dd/yyyy)

Note: A Medallion Signature Guarantee is only required if mailing to an alternate address. Medallion Signature Guarantees cannot be faxed.

Medallion Signature Guarantee Stamp Here

If the distribution of an excess employer contribution is being authorized by the employer, the distribution will be sent to the employer's address of record. By signing this form, you acknowledge that it is your responsibility to review the SIMPLE IRA Fix-It Guide, or the IRS EPCRS prior to processing this distribution, both of which can be found on the IRS website, irs.gov. Please sign here:

Plan Authorized Individual (print)

Plan Authorized Individual Signature

Date Signed (mm/dd/yyyy)

Additional Information

Requesting a return of employee excess before the tax-filing deadline:

- Any positive earnings will be included as income when you file a tax return for the year in which the excess contribution occurred. Earnings are subject to a 10% premature distribution penalty when filing a tax return if you are under age 59½ and the distribution does not qualify as premature exempt under IRS rule 72(t). A 25% premature distribution penalty may also apply if you are under age 59½, it is within two years of your initial participation in the SIMPLE plan, and the distribution does not qualify as premature exempt under IRS rule 72(t).

Requesting a return of employee excess after the tax-filing deadline:

- An amended tax return may need to be filed after removing the excess contribution. The excess contribution is also subject to a 6% IRS penalty for each year it remains in your account past the deadline for the tax year. You understand that the earnings attributable to the excess may remain in the account, and that your age will determine whether the amount returned is treated as a premature or normal distribution, and that you must file IRS Form 5329 with your federal income tax filing.

Further considerations of the corrective distribution of the excess:

- If the excess contribution is an excess employee contribution, the excess distribution and any applicable earnings is reported on form 1099-R and are generally included in gross income.
- If the excess contribution is an excess employer contribution, the excess amount plus any applicable earnings is reported on a 1099-R and is not included in the employee's gross income.

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
801 Pennsylvania Ave Suite 219060
Kansas City, MO 64105-1307

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