

TAX SHELTERED ANNUITY SURRENDER/WITHDRAWAL REQUEST

Owner	Social Security Number	Contract Number		
Address - Check here if change of address <input type="checkbox"/>		City	State	Zip

Withdrawals not subject to restrictions (Pre-December 31, 1988)

Surrenders affecting TSA account balances which ONLY include contributions and earnings accumulated as of December 31, 1988.

- I request a partial surrender of \$ _____
- I request the maximum amount available without penalty
- I request a full surrender (please enclose your policy contract).
 - Contract is enclosed.
 - Contract has been lost or destroyed

Withdrawals subject to restrictions (Post-December 31, 1988)

Surrenders affecting TSA account accumulations based on post 12/31/88 contributions and earnings.

(NOTE: Due to tax law changes, one of the conditions* listed below **MUST** be met. Please check the applicable condition below.)

- I request a partial surrender \$ _____
- I request the maximum amount available without penalty.
- I request a full surrender (please enclose your policy contract).
 - Contract is enclosed.
 - Contract has been lost or destroyed.

***Conditions (Post December 31, 1988)**

- Attainment of age 59 ½.
- Separation from service.
- Becoming disabled as defined in Sec. 72(m)(7) of the Internal Revenue Code.
- Hardship in the following cases: (Distribution limited to employee contributions.)

The Determination and Certification of Financial Hardship Form (attached) must be signed and returned with this form before a distribution can be made, if a hardship condition is marked. By signing below you certify that you have read and understand the form.

- My medical expenses or those of my immediate family.
- Purchase of principal residence.
- Tuition for post-secondary education for immediate family member.
- To prevent eviction or foreclosure of principal residence.

*I certify that I meet the Internal Revenue Service requirements for distribution as outlined in Sec. 403(b)11 for the Post-December 31, 1988, withdrawal.

Notice of Withholding on Distributions from Annuities

Twenty percent (20%) of your distribution will be withheld as Federal Income Tax (and sent to the IRS to be credited against your taxes), unless you have chosen to send your distribution to another carrier as a direct rollover. We must receive and "Acceptance Letter" from the carrier designated by you before your funds will be released.

READ THE SPECIAL TAX NOTICE ATTACHED BEFORE YOU SIGN THIS FORM

Also, if you reside in a "mandatory withholding" state, state income tax will be withheld. If you do not live in a "mandatory withholding" state, you may elect to have state income tax withheld from the taxable portion of your distribution by checking the box below:

- I do want State Income Tax withheld from my distribution, if applicable.
- When sending my check, please use a "Next Business Day" delivery service. I understand the charge will be deducted from my distribution. (Note: Street address is necessary for this service. Also, it is important to be available to accept the delivery. The package will NOT be delivered by the U.S. Postal Service.) Please indicate the address where you want the check sent.

Address	City	State	Zip
---------	------	-------	-----

All signatures must be in ink and conform to the signatures on file with the Company.

Executed at: _____ this _____ day of _____ 20_____

Owner's Social Security Number	Owner's Signature	Daytime Area Code & Telephone Number
Employer Signature & Title		Daytime Area Code & Telephone Number

Dated:	Signature:
Spouse's Signature (Required in AZ, CA, ID, LA, NV, NM, TX, WA, WI):	

DETERMINATION AND CERTIFICATION OF FINANCIAL HARDSHIP

This form must be returned with the Tax Sheltered Annuity Surrender/Withdrawal Request Form if a hardship condition is marked.

Owner	Social Security Number	Contract Number
-------	------------------------	-----------------

Financial Hardship Distribution: You will only be eligible for a financial hardship disbursement if: 1) the distribution is made as a result of an immediate and heavy financial need; 2) the distribution is necessary to satisfy the financial need; and 3) you comply with the contribution requirements following the hardship distribution.

Internal Revenue Code Definition of Financial Hardship

Under Treasury regulations, a distribution will be considered to be an account of an *immediate and heavy financial need* if it is a necessary to:

- Pay unreimbursed medical expenses incurred for yourself, spouse, or dependants
- Purchase primary residence
- Pay tuition for college level or post graduate education for yourself, spouse, or dependants
- Prevent eviction from, or foreclosure of the mortgage on, your principal residence.

The distribution will be considered necessary *to satisfy your financial need* and may be taken **only** if all other sources have been exhausted by:

- Reimbursement from medical insurance
- Reasonable liquidation of your assets
- Stopping elective deferrals to all plans sponsored by the employer
- Taking non-restricted distributions, including contributions and earnings accrued prior to 12/31/88
- Taking a plan loan
- Borrowing from a commercial lender

The amount of the distribution may not exceed the amount of the financial need plus the required 20% Federal Tax Withholding.

Only elective contributions (not the earnings on those contributions) may be withdrawn for financial hardship purposes.

Ramifications of taking a Hardship Distribution

- Elective deferrals to the contract must be stopped for a period of twelve months from the date of the hardship distribution.
- The participant's elective deferral limit under 402(g) is reduced for the taxable year following the hardship distribution by an amount equal to the amount the employee contributed in the year the distribution occurred.
- Participant may be subject to a premature distribution tax equal to 10% of the amount withdrawn.
- Taking a financial hardship that does not meet the requirements may cause the TSA to *lose its tax sheltered status*, meaning the entire account value may become taxable.
- Participant may be required to substantiate a hardship if requested by the IRS.

This information is based on General American Retirement & Investment Services understanding of the IRS rules and guidelines as they presently apply. We recommend you consult your tax advisor or legal counsel regarding the permissibility of a distribution.

I certify that based on the rules above, I have an immediate and heavy financial need that qualifies for a hardship distribution. I have advised my employer to discontinue salary deferrals to my TSA for 12 months. I understand this withdrawal is subject to the minimum account balance stated in my contract.

Owner's Signature	Date
-------------------	------

Complete this application in its entirety. Then mail with the Tax Sheltered Annuity/Withdrawal Request Form to the address listed above.

Direct Rollover to an IRA. You can open an IRA to receive the direct rollover. (The term "IRA," as used in this notice, includes individual retirement accounts and individual retirement annuities.) If you choose to have your payment made directly to an IRA, contact an IRA sponsor (usually a financial institution, such as an insurance company, bank, or brokerage firm) to find out how to have your payment made in a direct rollover to an IRA at that institution. If you are unsure of how to invest your money, you can temporarily establish an IRA, you may wish to consider whether the IRA you choose will allow you to move all or a part of your payment to another IRA at a later date, without penalties or other limitations. See IRS Publication 590, Individual Retirement Arrangements, for more information on IRAs (including limits on how often you can roll over between IRAs).

III. PAYMENT PAID TO YOU

If you have the payment made to you, it is subject to 20% income tax withholding. The payment is taxed in the year you receive it unless, within 60 days, you roll it over to another TSA plan that accepts rollovers, or roll the payment to an IRA. If you do not roll it over, special tax rules may apply.

Income Tax Withholding:

Mandatory Withholding. If any portion of the payment to you is an eligible rollover distribution, General American Life Insurance Company, as payor, is required by law to withhold 20% of that amount. This amount is sent to the IRS as income tax withholding. For example, your eligible rollover distribution is \$10,000, only \$8,000 will be paid to you because the payor must withhold \$2,000 as income tax. However, when you prepare your income tax return for the year, you will report the full \$10,000 as a payment from your TSA. You will report the \$2,000 as tax withheld, and it will be credited against any income tax you owe for the year.

Sixty Day Rollover Option. If you have an eligible rollover distribution paid to you, you can still decide to roll over all or part of it another TSA plan that accepts rollovers or to an IRA. If you decide to roll over, you must make the rollover within 60 days after you receive the payment. The portion of your payment that is rolled over will not be taxed until you take it out of your IRA or new TSA plan.

You can rollover up to 100% of the eligible rollover distribution, including an amount equal to the 20% that was withheld. If you choose to roll over 100%, you must find other money within the 60-day period to contribute to your new TSA plan, or IRA, to replace the 20% that was withheld. On the other hand, if you roll over only the 80% that you received, you will be taxed on the 20% that was withheld.

Example: Your eligible rollover distribution is \$10,000, and you choose to have it paid to you. You will receive \$8,000, and \$2,000 will be sent to the IRS as income tax withholding. Within 60 days after receiving the \$8,000, you may rollover the entire \$10,000 to a new TSA plan or IRA. To do this, you roll over the \$8,000 you received from your TSA, and you will have to find \$2,000 from other

sources (your savings, a loan, etc.) in this case, the entire \$10,000 is not taxed until you take it out of your IRA or new TSA plan. If you roll over the entire \$10,000 when you file your income tax return, you may get a refund of the \$2,000 withheld.

If, on the other hand, you roll over only \$8,000, the \$2,000 you did not roll over is taxed in the year it was withheld. When you file your income tax return, you may get a refund of part of the \$2,000 withheld. (However, any refund is likely to be larger if you roll over the entire \$10,000.)

Additional 10% Tax If You Are Under Age 59 ½.

If you receive a payment before you reach age 59 ½ and you do not roll it over, then in addition to the regular income tax, you may have to pay an extra tax equal to 10% of the taxable portion of the payment. The additional 10% tax does not apply to your payment if it is (1) paid to you because you separate from service with your employer during or after the year you reach age 55, (2) paid because you retire due to disability, (3) paid to you as equal (or almost equal) payments over your life expectancy (or your and your beneficiary's lives or life expectancies), or (4) used to pay certain medical expenses. See IRS Form 5329 for more information on the additional 10% tax.

IV. SURVIVING SPOUSES, ALTERNATE PAYEES, AND OTHER BENEFICIARIES

In general, the rules summarized above that apply to payments to employees also apply to payments to surviving spouses of employees and to spouses or former spouses who are "alternate payees." You are an alternate payee if your interest in the TSA results from a "qualified domestic relations order," which is an order issued by a court, usually in connection with a divorce or legal separation. Some of the rules summarized above also apply to a deceased employee's beneficiary who is not a spouse. However, there are some exceptions for payments to surviving spouses, alternate payees, and other beneficiaries that should be mentioned.

If you are a surviving spouse, you may choose to have an eligible rollover distribution paid in a direct rollover to an IRA or paid to you. If you have the payment paid to you, you can keep it or roll it over yourself to an IRA but you cannot roll it over to another TSA plan. If you are an alternate payee, you have the same choices as the employee. Thus, you can have the payment paid as a direct rollover or paid to you. If you have the payment paid to you, you can keep it or roll it over yourself to an IRA or to another TSA plan that accepts rollovers. If you are a beneficiary other than the surviving spouse, you cannot choose a direct rollover, and you cannot roll over the payment yourself.

If you are a surviving spouse, an alternate payee or another beneficiary, your payment is not subject to the additional 10% tax described under Section III, "Payment Paid to You," even if you are younger than age 59-1/2.