

403(b)(7) Contract Exchange/Transfer/Rollover Form

Please be sure to consult with your financial or tax advisor prior to initiating a transfer into or out of a 403(b).

Important: Please read these requirements before completing this form:

- A **separate transfer form** is required for each investment company from which you are transferring assets
- Authorization from your employer or employer's Third Party Administrator (TPA) of the plan **INTO** which you are transferring is **REQUIRED**. You must obtain authorization prior to submitting this form to OppenheimerFunds
- **Please contact your TPA/Employer or the resigning trustee/custodian for additional forms or requirements they may have, prior to submitting this form to OppenheimerFunds**

Please return completed form(s) to:

OppenheimerFunds, Inc.
P.O. Box 5270
Denver, CO 80217-5270
Fax: 1.303.768.1500
Phone: 1.800.835.7305

This form is to be used for the following transactions:

- **Contract Exchange:** Transfer from your current employer's 403(b) with another trustee/custodian into your current employer's 403(b)(7) with OppenheimerFunds
- **Plan-to-Plan Transfer:** Transfer from your prior employer's 403(b) with another trustee/custodian into an OppenheimerFunds 403(b)(7) with a new employer (*For plan-to-plan transfers where both plans are currently held at OppenheimerFunds, see the transfer-in-kind instructions below.*)
- **Direct Rollover:** Roll over an eligible retirement plan or IRA with another trustee/custodian into an OppenheimerFunds 403(b)(7). This is a reportable tax event

To process a transfer-in-kind (a transfer of assets currently invested in OppenheimerFunds that are currently held by another trustee/custodian OR a transfer from one OppenheimerFunds RPSS-trusteed account to another), **do not complete this form.** Please contact OppenheimerFunds for the correct form to complete.

If you are transferring an outstanding 403(b) loan, please complete the 403(b)(7) Loan Transfer Form, **in addition to this form.**

Please print clearly in all CAPITAL LETTERS using black ink. Color in circles completely. For example: ● not ⊗ not ⊕

1 | Account ownership and allocation instructions

Rollovers and transfers may be permitted from Traditional IRAs, SEP IRAs, SIMPLE IRAs (after two years), Qualified Plans, Traditional 403(b) and 457 Plans into a Traditional 403(b) account. Rollovers and transfers may also be permitted from Roth 401(k) and Roth 403(b) accounts into a Roth 403(b) account. Conversions from a Traditional 401(k) or 403(b) to a Roth 403(b) plan are not permitted.

Effective September 15, 2010, for all plans not subject to ERISA, if no fund is selected for transfer, then your transferred assets will be invested in Oppenheimer Money Market Fund, Inc., Class A shares.

First Name _____ Middle Initial _____ Last Name Mr. Mrs. Ms. _____ Social Security Number _____

Name of Plan/Employer with OppenheimerFunds: _____

Check one of the following:

- I am opening a new OppenheimerFunds 403(b)(7) account and have attached a 403(b)(7) Custodial Account Application. (I have made my fund selection on that form.)
- Please invest using the same allocations as my ongoing contributions already on file.
- Please invest proceeds in my existing OppenheimerFunds 403(b)(7) using the fund allocation below.

Fund Name _____ Allocation (in whole percentages) _____ %

Fund Name _____ Allocation (in whole percentages) _____ %

Fund Name _____ Allocation (in whole percentages) _____ %

Fund Name _____ Allocation (in whole percentages) _____ %

If you would like to select more funds, please attach a separate sheet with the information required in this section. **Please note:** You must deposit at least \$500 into each new fund you are opening via a transfer.



2 | Type of exchange/transfer/rollover

Please select the type of exchange/transfer/rollover you are initiating. Please note that either Part A OR Part B must be completed. If neither section is completed, OppenheimerFunds will be unable to process your request. Complete Part C only if applicable.

A. Exchanges, Transfers and Rollovers from Another 403(b)

- I am initiating a Contract Exchange within my **current** employer's plan (i.e., my assets are held under the same employer at the resigning trustee/custodian as the plan I am transferring to at OppenheimerFunds).
- I am initiating a Plan-to-Plan Transfer from my **prior** employer's plan to my **current** employer's plan at OppenheimerFunds (i.e., my assets are held under a different employer's plan at the resigning trustee/custodian than the employer plan I am transferring the assets to at OppenheimerFunds). (Please note that both of your **current** and **prior** employer must allow for plan-to-plan transfers.)
- I am initiating a Direct Rollover from my **prior** employer's plan to my **current** employer's plan at OppenheimerFunds. (This option is to be used when either your **prior** or **current** employer does not allow plan-to-plan transfers, but you have experienced a qualifying event allowing the transfer of assets.)

B. Rollovers from a Non-403(b) Plan Type

Use this section when you are transferring from another retirement plan type into an OppenheimerFunds-sponsored 403(b)(7) plan.

- I am initiating a Direct Rollover from another plan type to an OppenheimerFunds 403(b)(7) plan. Please select the type of plan you are transferring from below:
 - IRA
 - SEP IRA
 - Profit Sharing Plan
 - Other _____
 - 401(k)
 - SARSEP IRA
 - Defined Benefit Plan
 - 457
 - SIMPLE IRA
 - Money Purchase Pension Plan

C. Roth Assets

Please complete this section if you are transferring Roth 403(b) or Roth 401(k) assets.

1. Are you transferring Roth 403(b) or Roth 401(k) assets?

- Yes No

If, yes, please note that in order to apply the transfer or rollover to your account, the check from the resigning trustee/custodian must be accompanied by the following information:

- Amount of Employee Roth Deferrals (contributions)
- Amount of Roth Estimated Earnings
- Date of the first Roth Contribution

Failure to provide this information with the check will result in the check being returned to the resigning trustee/custodian.

3 | Resigning trustee, custodian or financial institution information

A. General Information

Name of Current (Resigning) Trustee/Custodian

Street Address

City

State

Zip

Business Phone Number

Fax Number

Please note: Resigning trustee/custodian name is required. Address is required if OppenheimerFunds will be soliciting for the assets.

1. Estimated amount of transfer: _____
2. Does OppenheimerFunds need to solicit for the funds from the resigning trustee/custodian?
 Yes
 No. I understand that I am responsible for sending the money to OppenheimerFunds.
3. If OppenheimerFunds will be soliciting, will the resigning trustee/custodian accept a faxed copy of this request?
 Yes (_____)
 No Fax Number _____

B. Redemption Instructions

Resigning Trustee/Custodian Account Number (Please attach a separate sheet for more accounts.)

Please redeem immediately from the account(s) listed above and issue a check made payable to OppenheimerFunds, Inc. (see Section 7 for address).

Redeem All or
 Partial, please indicate amount _____% or \$ _____

4 | Signature

Please check with your resigning trustee or custodian to determine if a signature guarantee is required and what type of institution is acceptable as guarantor.

I hereby grant permission to the resigning trustee to release information pertaining to my account.

I hereby authorize OFI Trust Company as the custodian named on my 403(b)(7) account to share information with an authorized representative of the employer under which this 403(b)(7) account is established relating to my 403(b)(7) account(s) held under the OppenheimerFunds 403(b)(7) Custodial Agreement, as amended from time to time. I understand that this information exchange is necessary to enable the employer to satisfy the requirements of Section 403(b) of the Internal Revenue Code and to maintain the tax-favored status of my account.

In executing this 403(b) transaction, I understand and acknowledge that its validity is contingent on the employer under which this account is established (a) permitting such contract exchanges in the 403(b) plan and (b) naming the accepting custodian as an approved provider under the plan or entering into a valid agreement to share information relating to this plan for purposes of complying with the requirements under Section 403(b). I understand if such requirements are not met, it may result in all of my 403(b) assets under this employer's plan becoming taxable and subject to possible penalties. I agree to be bound by all terms and conditions of this completed 403(b) Contract Exchange/Transfer/Rollover Form.

Name of Participant (Please print)

X _____
Signature of Participant

Date

Signature Guarantee Stamp



5 | TPA/Employer signature

Note to Employer: If your plan is subject to ERISA, spousal consent may be required prior to authorizing a distribution from the 403(b) plan.

Signature/authorization must be provided prior to submitting form to OppenheimerFunds.

For 501(c)(3) Non-ERISA plans, I acknowledge that our plan allows for the above type of transfer into the OppenheimerFunds-sponsored 403(b)(7) plan for which I am an authorized signor. I certify that the participant has met all requirements.

For all other plans, I hereby approve the above-referenced rollover into the OppenheimerFunds-sponsored 403(b)(7) plan for which I am an authorized signor. I certify that the participant has met all requirements.

X

Employer or Authorized Designee Signature

Title

Date

6 | Checklist

Before signing and submitting this paperwork, please complete the following checklist to ensure all requirements have been met.

- Have you obtained TPA/Employer authorization from the receiving plan in Section 5 or included a completed TPA/Employer's authorization form? **Your request will be rejected by OppenheimerFunds if the TPA/Employer authorization of the receiving plan at OppenheimerFunds is not provided.**
- Have you indicated the appropriate transfer type or rollover in Section 2 (e.g., Contract Exchange, Plan-to-Plan Transfer, or Direct Rollover)?
- Have you contacted your TPA/Employer or the resigning trustee/custodian for additional forms or requirements from them?
- Have you provided the resigning trustee/custodian's name and address in Section 3? **Your request will be rejected by OppenheimerFunds if you do not provide an address and we need to solicit for the funds.**
- Have you provided a copy of a recent statement from the resigning trustee/custodian? This will assist with proper identification of your account and may help expedite the transfer.

7 | Acceptance of transfer

Do not complete below.
To be filled out by
OppenheimerFunds Services,
as agent for OFI Trust Company.

The Trustee cannot accept stock certificates. Please redeem and send cash.

To the resigning Trustee/Custodian: Above are instructions from your client to redeem proceeds of the referenced retirement plan account to an OppenheimerFunds retirement plan, as identified above. We have established a retirement plan account for the said individual under applicable provisions of the Internal Revenue Code of 1986, as amended, and we hereby agree to accept the assets you transfer and to hold these assets in a retirement account for the benefit of the individual referenced above.

X

OppenheimerFunds Authorized Signature

Date

Please make check payable and mail to:

OppenheimerFunds, Inc.
P.O. Box 5270
Denver, CO 80217-5270

Include the following reference number on check: _____