

# Knox County Retirement & Pension Board

City-County Bldg., Room 371  
400 Main Street  
Knoxville, Tennessee 37902-2409  
Phone: (865) 215-2323 Fax: (865) 215-2421

## Application for Rollover to Knox County Employee Retirement Asset Accumulation Plan

### PART I – EMPLOYEE INFORMATION (please print)

Participant:	Employee No.	Social Security Number:	
Maiden or other names used:		Phone:	
Address:			
City:		State:	ZIP:
Date of Birth:	Date of Employment:	Knox County Dept. Employed by:	

### PART II – INSTRUCTIONS

You may “roll over” all or a portion of a distribution from an unrelated employer’s retirement plan or another qualified plan to this plan provided that the distributing plan was qualified under IRC section 401(s) and:

- The distribution was not a required minimum distribution due to your age (70½ or older),
- The distribution was not part of a series of substantially equal periodic payments paid over ten or more years, your lifetime, or the lifetimes of you and your beneficiary, and
- The distribution must identify the amount of pre-tax and post-tax (after-tax) contributions.

A rollover contribution may be paid directly from another unrelated plan to this plan. Alternatively, you may receive a distribution from another unrelated plan and then roll it over to this plan as long as you do so within 60 days of the date you receive the distribution.

If you have any questions about whether or not a distribution may be rolled over to this Plan contact the Knox County Plan Administrator.

Complete the “Rollover Contribution Election” section below to make a deposit to your rollover account under the Plan. The Plan Administrator of your previous employer’s retirement plan or other qualified plan must complete Part IV below.

### PART III – ROLLOVER CONTRIBUTION ELECTION

I hereby elect a direct rollover from my former employer’s plan or other qualified plan to the Knox County Employee Retirement Asset Accumulation Plan.

A check from the distributing plan in the amount of \$\_\_\_\_\_ is  Attached; or  Will be forwarded directly from my former employer’s plan.

I received a distribution from a former employer’s plan or other qualified plan on \_\_\_\_/\_\_\_\_/\_\_\_\_.

I hereby elect to rollover all or a portion of this distribution to the Knox County Employee Retirement Asset Accumulation Plan.

Attached is a check in the amount of \$\_\_\_\_\_ Pre-tax \$\_\_\_\_\_ Post-tax \$\_\_\_\_\_

**(NOTE: Rollover contributions must be made within 60 days of date distribution was received).**

I hereby certify that all information on this form is true to the best of my knowledge and this rollover meets the criteria outlined above in the “Instructions” section of this form.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PART IV – ACKNOWLEDGEMENT OF PREDECESSOR PLAN ADMINISTRATOR

We hereby acknowledge as the Predecessor Plan Administrator that the enclosed distribution for the captioned plan participant to the Knox County Employee Retirement and Asset Accumulation Plan is in compliance with the following stipulations for rollover:

- It is from a distributing plan that is qualified under IRC section 401(a) and,
- It is not a required minimum distribution due to the participant age (70½ years or older),
- It is not part of a series of substantially equal periodic payments paid over ten or more years, lifetime or lifetimes of the participant and beneficiary, and
- The distribution does identify the amount of pre-tax and post-tax (after-tax) contributions.

Date:	By:	Title:
Employer:		Phone:

The Knox County Plan Administrator may request additional information to determine distribution qualification.

Please make check payable to:

**WACHOVIA BANK, NA  
TRUSTEE FOR KNOX COUNTY EMPLOYEE  
RETIREMENT & ASSET ACCUMULATION PLAN  
FBO: (PARTICIPANT’S NAME)**

Please mail check to:

**KNOX COUNTY RETIREMENT  
CITY-COUNTY BUILDING, RM 371  
400 MAIN STREET  
KNOXVILLE, TN 37902**