

Only for use with Coverdell ESA.

**Note:** This form not for use with custodian to custodian transfers. All required documentation must be received in good order before the withdrawal request can be honored. All legal documents must be certified and a Medallion Signature Guarantee may be required. Please see the Signature section for an explanation of the Medallion Signature Guarantee.

**1**

**RESPONSIBLE INDIVIDUAL** (Generally, the parent or legal guardian of the Designated Beneficiary.)

*Please Print*

\_\_\_\_\_  
Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Daytime Telephone Number

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

**DESIGNATED BENEFICIARY (Student) INFORMATION**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Touchstone Coverdell ESA Account Number

**2**

**DISTRIBUTION REASON FOR COVERDELL ESA**

**Qualified Distribution – Is Being Used for Qualified Education Expenses:**

- The distribution from this account is being used for qualified education expenses of the Designated Beneficiary.

**Non-Qualified Distribution – Is Not Being Used for Education Expenses:**

1. This distribution is not being used for qualified education expenses and none of the other reasons listed below apply.
2. Permanent disability of the Designated Beneficiary (within the meaning of section 72(m)(7) of the Internal Revenue Code).
3. Removal of excess contribution plus earnings before the tax-filing deadline. In which tax year was the contribution made? \_\_\_\_\_  
Is the contribution plus earnings being removed in the same year?  Yes  No
4. Liquidation of the account for the Designated Beneficiary has attained age 30.
5. Transfer incident due to divorce or legal separation – attach a Medallion Signature Guarantee letter of instruction indicating how the proceeds are to be distributed.
6. The Coverdell ESA is being rolled over to a Coverdell ESA for another eligible family member. Attached is either 1) a Medallion Signature Guarantee letter of instruction indicating how the proceeds are to be delivered, or 2) a new Touchstone Investments Coverdell ESA account application.
7. Death – the Responsible Individual or representative of the Designated Beneficiary’s estate must furnish a certified copy of the death certificate and select from the following options (**A, B, or C**) below.
- A. Distribute assets payable to the estate of the Designated Beneficiary following the mailing instructions on page 2.  
Estate’s Tax Identification Number: \_\_\_\_\_
- B. Distribute assets in cash payable to the named Designated Death Beneficiary following the mailing instructions on page 2.

\_\_\_\_\_  
Beneficiary’s Name

\_\_\_\_\_  
Social Security Number

- C. The Coverdell ESA is being rolled over to a Coverdell ESA for an eligible family member who is under the age of 30.

\_\_\_\_\_  
Coverdell ESA Recipient’s Name

2

(Continued)

- Attached is a new Touchstone Investments Coverdell ESA account application indicating a rollover contribution investment.
- Deposit as a rollover into an existing Coverdell ESA at Touchstone Investments. Account Number: \_\_\_\_\_.
- Issue proceeds to a Coverdell ESA in the recipient's name at another institution following the mailing instructions below.

3

**DISTRIBUTION METHOD**

(Complete A, B and C)

**A. Choose one:**  Liquidate Entire Account  Partial Dollar – Amount \$ \_\_\_\_\_ or # of Shares \_\_\_\_\_

**B. Distribute from:**

\_\_\_\_\_  
Fund Name: Dollar Amount \$ \_\_\_\_\_ or Percentage \_\_\_\_\_ %

\_\_\_\_\_  
Fund Name: Dollar Amount \$ \_\_\_\_\_ or Percentage \_\_\_\_\_ %

**C. Delivery Instructions:**

- Mail to the Designated Beneficiary's address of record** – Check will be made payable to the Designated Beneficiary (or to their estate in case of death distribution).
- Mail to the following address** – \*Medallion Signature Guarantee required if payable to a 3rd party and/or mailed to address other than address of record (See Section 4).

\_\_\_\_\_  
Attention For the Benefit of

\_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip Code

- Transfer funds via ACH to bank information on file**
- Transfer funds via ACH to new bank instructions (voided check and Medallion Signature Guarantee required if the bank account owners are different than the Touchstone registered account owners.)\***

\_\_\_\_\_  
Name of Institution For the Benefit of

\_\_\_\_\_  
Address Routing and Account Number

\*Medallion Signature Guarantee may be obtained at your local bank or trust company, securities broker/dealer, clearing agency or savings association. (See Section 4)

# 4 SIGNATURE

I certify that I am authorized to make these elections and that all information provided is true and accurate. I further certify that the Custodian, Touchstone Investments, or any agent of either of them has given no tax or legal advice to me, and that all decisions regarding the elections made on this form are my own. The Custodian is hereby authorized and directed to distribute funds from the account in the manner requested. The Custodian may conclusively rely on this certification and authorization without further investigation or inquiry. I expressly assume responsibility for any adverse consequences which may arise from the election(s) and agree that the Custodian, Touchstone Investments, and their agents shall in no way be responsible, and shall be indemnified and held harmless, for any tax, legal or other consequences of the election(s) made on this form.

\_\_\_\_\_  
Signature of Responsible Individual

\_\_\_\_\_  
Date

**Place Medallion Guarantee Stamp Here**

Medallion Signature Guarantee Stamp and Signature (if required by your current custodian or transfer agent): An eligible guarantor is a domestic bank or trust company, securities broker/dealer, clearing agency or savings association that participates in a medallion program recognized by the Securities Transfer Agents Association. The three recognized medallion programs are the Securities Transfer Agents Medallion Program (known as STAMP), Stock Exchanges Medallion Program (SEMP), and the Medallion Signature Program (MSP). A notarization from a notary public is NOT an acceptable substitute for a signature guarantee.

**Mail to the following:**

**First Class Mail:**

Touchstone Investments  
P.O. Box 534467  
Pittsburgh, PA 15253-4467

**Overnight Mail:**

Touchstone Investments  
Attention: 534467  
1350 Penn Avenue, Suite 102  
Pittsburgh, PA 15222  
800.543.0407

**Customer Service:**

800.543.0407