If you have any questions while completing this form, you may contact a Vanguard Participant Services associate Monday through Friday, between 8:30 a.m. and 9 p.m. Eastern time at **800-523-1188**.

Rollover Contribution Request



Building Service 32BJ Supplemental Retirement Savings Plan

I. Personal Information (Please complete in ink.)

Please be aware that it is the participant's responsibility to ensure that Vanguard has the most current address on their retirement account. Please contact Vanguard to determine how to update your address.

Social Security #:			
Name: (Last, First, MI)		-	
Address:			
City:		State:	Zip:
Date of Birth: (mm/dd/yyyy)	1 1		
Date of Hire: (mm/dd/yyyy)	1 1		
Contact Phone #:	() –		

II. Rollover Amount

I elect to deposit a rollover into the Building Service 32BJ Supplemental Retirement Savings Plan. I understand that the rollover may include pre-tax salary reduction contributions, plan loan offset payments, and/or employer contributions, and the earnings thereon.

Cash:	Total amount of my rollover is:	\$	
Mail chec			Name", last 4 digits of Social Security Number. nstitutional check, cashier's check, or money order.
III. Prior	Plan Type (Please select one.)	Qualified Plan Governmental 45	57 403(b) IRA
Please m (05/23/201	nake a copy for your records. ⁽⁸⁾ Connect with Vang	juard [®] > vanguard.com >	T47941_052018 800-523-1188
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IV. Investment Election

Please invest the enclosed rollover check in the following manner. Allocations must be in increments of 1%. Make one of the two choices below.

Please invest my eligible rollover money using my current fund allocations.

_ -OR-

Choose new fund allocations for your rollover in the boxes below.

Fund Code	Fund Name	Allocation	Fund Code	Fund Name	Allocation
00001K	Vanguard LifeStrategy Growth Fund		0000X7	Vanguard Small-Cap Index Fund	
000521	Vanguard Wellington Fund		000094	Vanguard Institutional Index Fund	
000527	Vanguard Wellesley Income Fund		003526	Artisan Mid Cap Fund	
00002K	Vanguard Total Bond Market Index Fund		005639	John Hancock Disciplined Value Mid Cap Fund	
003449	Metropolitan West Total Return Bond Fund		006727	AllianzGI NFJ Small-Cap Value Fund	
007116	Federated Total Return Government Bond Fund		006827	T. Rowe Price Blue Chip Growth Fund	
0000XE	Vanguard Mid-Cap Index Fund		000569	Vanguard Total International Stock Index Fund	
0000XG	Vanguard Small-Cap Growth Index Fund		000033	Vanguard Federal Money Market Fund	
0000XH	Vanguard Value Index Fund		003186	American Funds EuroPacific Growth Fund	

Your allocations must total 100%

Note: If you fail to complete the investment elections above, your contribution will automatically be invested in the Vanguard Wellesley Income Fund (000527).

V. Authorization and Employee Certification

Employee certifications for direct and indirect rollovers

I hereby certify that the prior plan type I selected in section III satisfies the applicable requirements described below.

 Qualified Plan. The plan has received a favorable IRS determination letter or the plan is intended to satisfy the requirements of section 401(a) of the Internal Revenue Code. The plan administrator is not aware of any provision or operation of the plan that would result in disqualification.
403(b) Plan. The plan is intended to satisfy the requirements of section 403(b) of the Internal Revenue Code and the plan administrator is not aware of any provision or operation of the plan that would result in loss of tax exempt status.

3. Governmental 457(b) Plan. The plan has (i) received a private letter ruling from the IRS confirming that the plan meets the requirements of section 457(b) of the Internal Revenue Code; or (ii) the plan is intended to satisfy the requirements of section 457(b) of the Internal Revenue Code and the plan administrator is not aware of any provision or operation of the plan that would result in the loss of tax exempt status.

4. IRA/Conduit IRA. If the IRA includes any money from a previous employer-sponsored retirement plan, the prior plan was a qualified plan, 403(b) plan, or governmental 457(b) plan that meets the requirements to qualify for tax-favored status described above, and I originally rolled over the distribution from the prior plan to the IRA within 60 days of my receipt of the distribution. The rollover from the IRA consists of only pre-tax money and earnings (i.e., amounts that would otherwise be taxable), and does not include any after-tax amounts or Roth IRA amounts.

Additional Employee Certifications for Indirect Rollovers

If the rollover is an indirect rollover, in addition to the above certifications, I hereby certify the following:

1. I was entitled to the distribution from the prior plan or IRA as an employee, IRA owner, or spouse beneficiary;

2. The distribution was not one of a series of periodic payments;

3. I received the distribution from the prior plan or IRA not more than 60 days before the intended rollover contribution to the new plan; and

4. The entire amount of this rollover contribution would be taxable to me if it were not rolled over.

Additional Employee Certifications for Plan Loan Offset Payments

1. I have had a severance from employment or my retirement plan has terminated.

2. As a result of my severance from employment or plan termination, I defaulted on a plan loan.

3. I am making this rollover no later than the tax filing deadline (including extensions) for the year in which the loan offset amount was treated as distributed from my prior plan.

4. The entire amount of this rollover contribution would be taxable to me as a defaulted plan loan if it were not rolled over.

Additional Employee Certification for rollovers from a SIMPLE IRA

If the rollover is from a SIMPLE IRA, I hereby certify that:

1. It has been at least two years from the date the first contribution was made to the SIMPLE IRA.

Note: It is important that all of the applicable certifications you have made above are true and accurate. If any of the certifications are not accurate, please do not attempt to roll over your distribution to the Plan.

I have read and acknowledge the certifications above. I understand that if any of the certifications made above are incorrect, my distribution is not eligible for rollover and I may be subject to adverse tax consequences as a result of the improper rollover. I agree to promptly notify Vanguard and 32BJ if I later discover that any certifications are incorrect.

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Mailing Instructions

<u>U.S. Mail</u> Vanguard P.O. Box 1101 Valley Forge, PA 19482 Overnight Vanguard 400 Devon Park Drive Wayne, PA 19087