# Hartford Funds Coverdell ESA Distribution

Request Form (Use Only For Coverdell ESA Plans with

UMB Bank, n.a. as Custodian)

Requests may be submitted via fax to Attn: Hartford Funds at 1-888-802-0039. **Note:** Medallion Signature Guarantees cannot be faxed. For additional information, refer to page 4.

# **HARTFORD**FUNDS

Our benchmark is the investor.\*

Contact Information: Online: www.hartfordfunds.com Telephone: Call 1-888-843-7824 Fax: 1-888-802-0039 Attn: Hartford Funds

(Note: Medallion Signature Guarantee stamp cannot be faxed)

# Section A - Account Information (All fields required)

Account Number	Telephone Number		
Student Name	Student Social Security Number	Student Date of Birth	
Responsible Individual Name	Responsible Individual SSN	Responsible Individual Date of Birth	
Responsible Individual's Residential Address			
City	State	ZIP Code	

# Section B - Distribution Amount (One election type is required per form)

1. I Full Redemption (Section C is required) - All funds within the account number listed above will be redeemed.

2. Partial Redemption (Section C is required) Redemption Amount: \$\_

For a partial redemption, please indicate the fund(s) being redeemed and the amount(s) to redeem from each fund:

Fund Name	Class	Nu	umber of Shares*	
		\$ (	or or	%
		\$ (	or or	%
		\$ (	or or	%
		\$0	or or	%
* We will only accept whole percentages (e.g. 50%, 67%, etc.)				
	Total	\$ (	or or	<u> 100 </u> %

Fund Minimums do apply: If a distribution does not result in full distribution of a fund, you must retain at least \$1000 in the fund.

Section B - Distribution Amount - continued (One election type is required per form)				
3.	<ul> <li>Systematic Withdrawal (Section C is required) - Periodic withdra \$5,000 or more. You may request a specific dollar amount or an on any day of the month between the 1<sup>st</sup> and 28<sup>th</sup>.</li> <li>Frequency (required): Monthly Quarterly</li> </ul>		the market value of you	r account to be withdrawn
	Please begin my systematic withdrawal on If no date is chosen, the program will run on the 10 <sup>th</sup> of the mon	(mm/dd/yyyy)		,
	I would like my distributions to represent an annualized per			ıt: %
	□ I wish to receive a total of \$ each pa	0	,	
Not	es:			
•	ou leave Section B.2 blank, we will default to pro-rata based on the dis ou choose a distribution in a dollar amount greater than the market val			
	d (this will only affect the selected fund, not the entire account).	ee er jour rene noranige	,	
	demptions from C shares may be subject to a Contingent Deferred Sal ay be necessary to redeem an additional amount for any applicable C		rder to provide a check	for your requested amount;
S	ection C - Reason for Redemption (Requ	lired)		
<ul> <li>Pay qualified or non-qualified expenses</li> <li>Total and Permanent Disability of the Student</li> <li>Note: Penalties may apply if distribution is not used for Qualified education expense. Hartford Funds recommends you consult with a tax advisor for any questions about distributions from this account.</li> </ul>				
	ection D - Delivery Options (Required)			
	ase select one of the following options:			
1.	Forward check to my current address of record (Default)			
	Forward check to an alternate address: (medallion signature gua		,	
	Name of Payee Account or Stu	udent Number (if applicable)	FBO (If applicable)	
	Mailing Address	City	State	ZIP Code
	Is this a Permanent Change of Address? Yes			
2.	Deposit to current bank account of record via ACH for: Res	sponsible Individual	Student (see Note at	the end of Section D)
	Financial Institution Name	Account Number		
i	Deposit to the bank account below via ACH (all fields below are <b>Important:</b> By signing this paperwork, you agree and confirm that you in transfers to or from a financial institution outside of the United State if any changes to your status occur that may require funds to be sent <b>Note:</b> A Medallion Signature Guarantee is required if you are updating Name of Financial Institution	ur use of the Automated es. You also understand to or from a financial inst	it is your responsibility t titution outside of the U	to notify Hartford Funds
	Account Number at Financial Institution	Bank Routing Number (must be 9 digits - attach		
	Account Type (please select one)	a voided check)		
	Checking (attach a voided check)			
	Bank Account Owner(s)			

John Q. Public 123 Main Street Anywhere, ST 00000-0000	0000	Attach a voided check here. Please use tape instead of staples.
Pay to the order of\$	Dollars	<ul> <li>No Starter Checks.</li> <li>Minimum ACH is \$50 per fund per month.</li> <li>ACH will arrive in 2-3 business days.</li> </ul>
MEMO		• There is no fee for this option.

**Note:** If the registration on the bank account is different from the registration on the Hartford Funds account or if this is a new or updated bank account on the record, we require a medallion signature guarantee.

#### Section E - Authorization / Acknowledgement (Required)

Please redeem the above requested amounts as directed. I agree with the requirements set forth on this form and understand that I am responsible for reporting and payment of any and all taxes or penalties that may apply to this distribution.

Responsible Individual Signature	Date Signed (mm/dd/yyyy)	Medallion Signature Guarantee Stamp Here
Authorized Signer (Option) Required Format: John Doe (POA) fbo Jane Doe	Date Signed (mm/dd/yyyy)	Medallion Signature Guarantee Stamp Here (required for POA, Guardian or Conservator)

#### Medallion Signature Guarantee

A Medallion Signature Guarantee Stamp is required in the following circumstances:

- Your address of record has changed within the past 30 days
- You are selling more than \$100,000 worth of shares
- You are requesting payment be delivered to an address other than the address of record

### **Additional Information**

#### 60 Day IRA Rollover / 90 Day Hartford Funds Reinstatement Privilege

• Rollover Option - You may withdraw any or all of the assets from a Coverdell ESA and reinvest some or all of the proceeds, in the same Coverdell ESA, tax-free within 60 days. If you are eligible for a rollover, the proceeds can be reinstated without a sales charge, as long as the transfer agent is notified before you invest and the purchase does not exceed contribution limits. All accounts involved must have the same registration.

Please refer to the Coverdell ESA disclosure statement and/or consult with a tax advisor for complete details on the IRS rollover guidelines.

• Reinstatement Privilege - When shares of a fund are sold, some or all of the proceeds can be reinvested in the same fund, or any other Hartford Funds fund, within 90 days without a sales charge, as long as we are notified at the time of the reinvestment. If Class A or C shares were sold, the shareholder must reinvest in shares of the same class. If a CDSC was paid when the Class A or C shares were sold, the account will be credited with the amount of the CDSC. All accounts involved must have the same registration.

Please refer to the fund prospectus for complete details of the reinstatement privilege.

#### Have you...

- completed Section A and provided a Name, Account, and Social Security Number?
- provided the distribution type in Section B and the partial redemption amount, if applicable?
- provided fund selection in Section B, if applicable?
- completed Section C to provide us with your reason for redemption?
- completed Section D to provide us with delivery instructions and included a voided check for ACH?
- signed and dated the form in Section E and received a Medallion Signature Guarantee, if applicable?
- signed and dated the form in Section E and received a signature guarantee if the Power of Attorney is acting on behalf of the contract owner?

For standard mail delivery, please mail this form to: Hartford Funds PO Box 219060 Kansas City, MO 64121-9060

For private express mail, please mail this form to: Hartford Funds 430 W 7th Street Suite 219060 Kansas City, MO 64105-1407