

# AUTHORIZATION TO CONVERT A WESTCORE TRADITIONAL IRA

**This Form Is For Westcore Shareholder Use Only.** Use this form to convert your existing Westcore Traditional IRA to a new or existing Westcore Roth IRA. Please note that conversion from a Westcore Traditional IRA to an existing Westcore Roth IRA will not change your investment selections. If you wish to rebalance your conversion assets or invest in different Westcore Funds please contact us at the phone number listed below. **If you are establishing a new Westcore Roth IRA, a Westcore IRA Application must accompany this form.**

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## ACCOUNT INFORMATION

Owner's Name (First, Middle Initial, Last)	Social Security Number	Date of Birth	
Account Mailing Address	City	State	Zip Code
Email Address (optional)	Telephone Number		

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## CONVERSION ELECTION

Please indicate which Westcore Traditional IRA you would like to convert and the amount to be converted:

Westcore Traditional IRA Account Number: \_\_\_\_\_

- Full Conversion:** Please convert the entire balance of all Westcore Funds held in my Westcore Traditional IRA.
- Partial Conversion:** Please convert the following Westcore Fund(s) held in my Traditional IRA.

Fund Name	Amount or %	Fund Name	Amount or %
Westcore Growth Fund (195)	\$ _____ %	Westcore Micro-Cap Opportunity Fund (205)	\$ _____ %
Westcore MIDCO Growth Fund (200)	\$ _____ %	Westcore International Small-Cap Fund (1287)	\$ _____ %
Westcore Select Fund (1289)	\$ _____ %	Westcore Flexible Income Fund (213)	\$ _____ %
Westcore Blue Chip Fund (204)	\$ _____ %	Westcore Plus Bond Fund (198)	\$ _____ %
Westcore Mid-Cap Value Fund (298)	\$ _____ %	Westcore Colorado Tax-Exempt Fund (219)	\$ _____ %
Westcore Small-Cap Opportunity Fund (208)	\$ _____ %	BlackRock Money Market Portfolio (189)	\$ _____ %
<b>Total Amount:</b>			<b>\$ _____ %</b>

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## TAX WITHHOLDING ELECTION

The conversion of your existing Traditional IRA to a Roth IRA is considered a distribution of the amount converted. IRS rules require BOKF, NA dba Colorado State Bank and Trust as custodian of your Westcore Traditional IRA to withhold 10% of the total amount converted for federal income tax unless you elect not to have withholding apply. If you choose to have withholding apply, the amount withheld may be subject to an additional 10% early withdrawal penalty tax.

- I do not want to have federal income tax withheld on my conversion. I understand that I will be responsible for paying any income tax due as a result of my conversion.
- Please withhold federal income tax on my conversion at a rate of \_\_\_\_\_%. (Insert a whole percentage of 10% or more. If you check this box, a withholding rate of 10% will be used if you do not specify or if percentage is less than 10%.)

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**ROTH IRA INFORMATION**

Please specify the Roth IRA into which your conversion assets should be transferred.

- Please open a new Westcore Roth IRA and invest the conversion assets as described on my IRA Application. **A Westcore IRA Application must accompany this form or an account cannot be established.**
- Please deposit the conversion assets into my existing Westcore Roth IRA. If my existing Roth IRA contains only annual contributions, I realize I will be combining conversion contributions and annual contributions.  
Existing Westcore Roth IRA Account Number: \_\_\_\_\_
- I have an existing Westcore Roth IRA that contains annual contributions and would like to keep my conversion assets separate from my annual contributions. Using the same registration information as my existing Roth IRA, please establish a new Roth IRA to deposit my conversion assets into. I understand a new account number will be assigned for my conversion assets.  
Existing Westcore Roth IRA Account Number: \_\_\_\_\_

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**AUTOMATIC INVESTMENT PLAN**

If you currently participate in the Automatic Investment Plan with your existing Traditional IRA, this option will be cancelled unless indicated below:

- Please continue the Automatic Investment Plan on my Traditional IRA.

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**SIGNATURE**

I have read and understand the conversion rules located in the Westcore IRA Information Booklet. I understand that the requirements for a valid Roth IRA conversion are complex. I assume full responsibility for complying with all requirements and for the tax results of any such transaction. I also understand that inaccurate information may result in adverse tax consequences or IRS penalties. (Please consult a tax professional if you have questions.)

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**Mail to:** Westcore Funds  
P.O. Box 44323  
Denver, Colorado 80201-4323