



1. Case Information

Case Number: _____ Case Name: _____

2. Purpose

This form is to be used for plan liquidations when the plan assets are transferring to another carrier, merging with another plan or when the plan is terminating.

NOTE: All sections are required unless otherwise indicated.

Sponsor is requesting liquidation of the contracts/program due to: (select one)

- Total Plan Termination Partial Plan Termination Total Transfer Partial Transfer

Sponsor request for extended Total Plan Termination time standards on e-Withdrawals - If utilizing the e-Withdrawal option for full plan terminations, please contact your Nationwide representative to request the time standard extension letter that must accompany this request.

For transfers or partial plan terminations with Fixed Select, proceed to Section 3 below.

3. Contract Transfer Direction or Partial Plan Termination Direction

This section is only required for transfers or partial plan terminations with Fixed Select

The following selections are for assets transferring to another carrier for the plan.

VARIABLE/PROGRAM: Total OR Partial: \$_____ (provide amount)

NOTE: Variable/Program transfers will be processed based upon the Transfer provisions in the Program Agreement or variable annuity contract. Refer to the Transfer provision within your plan's Program Agreement or variable annuity contract to determine the applicable time standard.

SHORT TERM

INDEXED FIXED: Total OR Partial: \$_____ (provide amount)

FIXED: NOTE: If no processing option is selected, Nationwide will liquidate the contract in 100% lump sum.

- 100% Lump Sum (subject to Market Value Adjustment (MVA))
20% Installment - at Book Value (not available for plan terminations)

FIXED SELECT: NOTE: If no processing option is selected, Nationwide will liquidate the contract in 100% lump sum.

- 100% Lump Sum (subject to Market Value Adjustment (MVA))
20% Installment - at Book Value (not available for plan terminations)

INDEXED FIXED: Total OR Partial: \$_____ (provide amount)

Select one processing option:

- Wait 6 calendar months to liquidate
Assess a 2% withdrawal fee to waive the 6 month wait as provided by contract endorsement (2% fee option is not available to contracts in Wyoming)

If 2% fee is chosen you MUST Deduct fee from plan assets

select one payment method: Plan Sponsor to remit payment prior to liquidation

NOTE: If no processing option is selected, Nationwide will liquidate the contract without a fee using the 6 month wait.

4. Self-Directed Brokerage Accounts (required for all requests with SDBA)

Blackout Note: SDBAs may not be accessible up to 10 business days before liquidation or once an in-kind transfer is initiated.

Assets held in the Self-Directed Brokerage Account must be liquidated or transferred in-kind with no remaining balance prior to Nationwide liquidating all contracts.

Indicate if SDBA investments are to be liquidated or transferred in-kind:

Total Liquidation

ACTION REQUIRED: In accordance with the Plan Sponsor agreements with Nationwide, prior to the Transfer date the Plan Sponsor must instruct Participants with SDBA to liquidate 100% of their SDBA and exchange the assets to their core account held at Nationwide. **This process must be completed by Participants 14 business days prior to the Transfer date. Failure to timely complete this process will delay the Transfer.**

NOTE: Liquidations may incur fees as described in the Plan Sponsor agreements with Nationwide and the SDBA provider.

Total In-kind Transfer to: _____
Name of brokerage account provider (required)

NOTE: The receiving firm must initiate the in-kind transfer. A charge of \$100 for each in-kind transfer applies.

5. Transfer Information (required for transfers)

What is the name of the financial institution receiving your plan's assets?

Financial Institution: _____

Please indicate the primary reason for the asset transfer. (select only one)

- | | |
|--|--|
| <input type="checkbox"/> Dissatisfied with fees - Nationwide | <input type="checkbox"/> Dissatisfied with fees - Administrator |
| <input type="checkbox"/> Dissatisfied with service - Nationwide | <input type="checkbox"/> Dissatisfied with service - Administrator |
| <input type="checkbox"/> Dissatisfied with web based reporting - Advisor | <input type="checkbox"/> Dissatisfied with web based reporting - Administrator |
| <input type="checkbox"/> Additional product needs | <input type="checkbox"/> Dissatisfied with fund options (quality, performance, etc.) |
| <input type="checkbox"/> Dissatisfied with employee education | <input type="checkbox"/> Approached by new investment professional |
| <input type="checkbox"/> Need to reduce administrative burden | <input type="checkbox"/> Approached by current investment professional |
| <input type="checkbox"/> Plan merger - assets leaving Nationwide | <input type="checkbox"/> Plan merger - assets staying at Nationwide |
| <input type="checkbox"/> Outsourcing of back office services/SS&C | <input type="checkbox"/> Adding Fixed Contract |

Additional feedback is appreciated (optional): _____

6. Liquidation Date Information

This Section is Required for Transfers. It is optional for Plan Terminations if Specific Date is Preferred.

Liquidate all contracts together on this date: _____ (MM/DD/YYYY)

NOTE: Check or wire will be sent within two business days following liquidation.

If a liquidation date is not specified, or if the date requested cannot be met due to contractual limitations, the liquidation date will be based on the contract with the greater time standards.

Liquidate each contract according to contractual requirements (not applicable for plan terminations)

See your Contract or Program Agreement provisions for a description of the processing time standards for Transfers and Plan Terminations.

NOTE: For full or partial plan terminations, any funding vehicle used by the plan will be liquidated in accordance with contract/agreement provisions and per the specific participant/contract withdrawal instructions provided with this request. All contracts/agreements will be terminated with full plan terminations

Liquidation Date Restrictions:

Certain Stable Value CIFs include an irrevocable clause in the Declaration of Trust. If the Plan has assets invested in the Invesco Stable Value Trust (CTEA), the Plan Sponsor will not be able to change or revoke the request to liquidate the assets in the CIF once that direction is accepted by Nationwide on this form. If, for any reason, the Plan Sponsor would request to change or revoke the liquidation date of the Invesco Stable Value assets, Nationwide will still be obligated to adhere to the original liquidate date; therefore, the Plan Sponsor is directing Nationwide to move the Invesco Stable Value assets to a Plan Retainer account and invest it in a Money Market fund on the original liquidation date, unless and until the Plan Sponsor provides investment direction specifically for this purpose.

Requests to terminate plans using Nationwide Retirement Plans administration services will not be in good order until all testing, final contributions and allocations are completed.

When a fixed investment option is being terminated with assets moving to a new investment option at Nationwide, the liquidation date will be scheduled to allow for required participant disclosure.

7. Payment Method

List and attach the following request(s) to this form, if applicable:

Plan Level Withdrawal Request (PNN-1239AO) (Only for Partial Transfers)

OR

Participant Withdrawal/Direct Rollover Request(s) (PNN-1240AO) Number attached: _____ (Only for Total or Partial Plan Terminations)

OR

Indicate preferred payment method (wire or check) for Total Transfers ONLY:

Wire

Payee Name: _____

Receiving Bank Name: _____

City: _____ State: _____ ZIP: _____

ABA (routing number): _____ Account Number: _____

For Further Credit: _____

Check (Payee information should include the name and address of the funding successor)

Payee Name: _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Additional Comments or Payment Instructions: _____

8. Report Requests

This section optional if reports are required.

FastCensusSM Report:

Please select if a plan utilizing FastCensusSM should have a final census report (.xls) for the current plan year generated.

NOTE: This report will be generated and can be accessed for final validation by the Plan Sponsor within three business days of the receipt of this Asset Transfer Request form in good order. In order to receive this final census report, the plan must be set up on FastCensusSM at the time this form is received by Nationwide.

Deconversion Reports:

NOTE: The following reports will be sent as .pdf and .txt documents.

I hereby authorize Nationwide to send the following reports to the parties listed below:

- Wire Detail Report
- Investment Mix Report
- Loan Report (if applicable)
- Roth Report (if applicable)

Please send final reports via secure server to:

Company: _____

Representative's Name: _____

Email: _____

9. Authorization

An estimate of fees pertaining to this request is available upon request and will be forwarded to the Third Party Administrator. Any outstanding invoices due to Nationwide at the time of liquidation will be taken from plan assets prior to liquidation. Please contact Nationwide at 800-548-8436 to request a copy of the fee estimate.

Plan Termination Note: For a plan described in Section 401(a) of the Internal Revenue Code of 1986, as amended, if the asset transfer is due to a plan termination and Nationwide has not received a copy of the favorable determination letter from the IRS confirming that the plan termination does not adversely affect the tax-exempt status of the Plan, then, the Plan Sponsor hereby agrees to indemnify Nationwide against any liability arising from the requested distribution(s).

I hereby grant Nationwide permission to obtain additional information or clarification pertaining to this request from the Authorized Representative/Administration Firm on file at Nationwide. This includes, but is not limited to, Case Information, Liquidation Information, and Payment Information.

The plan fiduciary must print his/her full name and indicate a daytime telephone number. This request must be signed by the current plan fiduciary. If the current plan fiduciary is not the individual who signed the original Nationwide application(s) or agreement(s), please provide written evidence that he/she is a fiduciary of the plan—such as the signature page from the plan document or a board of directors resolution.

Exchange Notice: Once the liquidation date for a total transfer has been determined and accepted by Nationwide, exchanges from any applicable fixed contracts will be limited. Please contact your Authorized Representative/Administration Firm for further details.

Plans using Nationwide Retirement Plans administration services:

When this Asset Transfer Request Form and all distribution instructions, including any required participant withdrawal forms, are received and deemed in good order by Nationwide, the Transfer and Termination time standards for Plans using Nationwide Retirement Plans administration services begin the first business day after all testing, final contributions and allocations are completed, if applicable.

Plans using Nationwide's PPA or TPA Service Models:

The Transfer and Termination time standards begin the first business day this Asset Transfer Request Form is deemed in "good order" by Nationwide.

Plan Fiduciary:

Name (please print): _____

Email: _____ Phone: _____

Signature: _____ Date: _____

10. Submission Instructions

Standard Mailing Address:

Nationwide Financial
Private Sector Retirement Plans
PO Box 183046
Columbus, OH 43218-3046

Overnight Mailing Address:

Nationwide Financial
1 Nationwide Plaza
Attn: 1-LC-F6
Columbus, OH 43215-2239

Fax: 877-634-0157

For Questions: 800-548-6436

Email:

To expedite the processing of this request please email this completed form to nwforms@nationwide.com. This will result in this request being automatically fed into our work-flow process.