

# Transfer on Death Beneficiary Designation Form



Use this form to add or update beneficiary records for a regular, taxable account registered to an individual or to joint tenants with right of survivorship.

Return your completed form to:

**Regular Mail**

Homestead Funds  
c/o BFDS  
P.O. Box 219486  
Kansas City, MO 64121-9486

**Overnight Mail**

Homestead Funds  
c/o BFDS  
330 W. 9th Street, 1st Floor  
Kansas City, MO 64105-1514  
Attn: Shareholder Services

**Fax**

703-907-5606.

If you have a question about the form, call us at 800.258.3030. For complete information about Homestead Funds and services, see the prospectus, which is available at [homesteadfunds.com](http://homesteadfunds.com) or by calling the above toll-free number.

## 1. Ownership

Tell us how this account is registered.

Owner's First Name	Middle Initial	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Social Security Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Daytime Telephone Number (in case we have questions)

<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
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◆ **If a Joint Account**

Joint Owner's First Name	Middle Initial	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Social Security Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Joint Owner's First Name	Middle Initial	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Social Security Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Daytime Telephone Number (in case we have questions)

<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
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**Check one:**

**New Account:**  
Submit this form with your Individual or Joint Account Application.

**Existing Account:** Account Number   
See a recent statement or trade confirmation for your account number, or call us.

Be sure to sign your completed form (Section 3).

Transfer on death instructions cannot be established for IRA accounts or for joint accounts registered to tenants in common or community property or for UGMA/UTMA, corporate, trust or partnership accounts.

If we do not already have this phone number on file we will add it to your contact information.

# Transfer on Death Beneficiary Designation Form



## 2. Beneficiary Designation

Designate who should receive assets upon your death(s).

### A. Primary Beneficiaries

Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	
Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	
Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	
Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	

(Percentages listed in **Section 2A**. Primary Beneficiaries must total 100%) **Total 100 %**

### B. Secondary Beneficiaries

Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	
Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	
Name <input type="text"/>	Relationship <input type="text"/>	Percent <input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	

Upon your death, beneficiaries listed on this form will have claim to the assets in the accounts you list in Section 1 regardless of any will, trust or any other document you execute. Assets are divided among primary beneficiaries first. If all primary beneficiaries predecease the shareholder, assets are divided among secondary beneficiaries.

Your most current beneficiary designations replace any previous instructions we have on file.

Attach a separate sheet if you have more than four beneficiaries, and provide all of the information requested here for each beneficiary.

If you are married and reside in a community property state (Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington or Wisconsin), you may need to obtain your spouse's consent if you have not designated your spouse as primary beneficiary for at least half of your account. See your lawyer or other tax professional for additional information and advice.

# Transfer on Death Beneficiary Designation Form



## B. Secondary Beneficiaries (continued)

Name	Relationship	Percent
<input type="text"/>	<input type="text"/>	<input type="text"/> %
Date of Birth (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>	If minor, name of parent/guardian <input type="text"/>	
		<b>Total 100 %</b>

Please be aware that confirmation statements may not show all beneficiary information due to system formatting constraints.

## 3. Signature

Each person named in the registration must sign below.

Owner's Signature <input type="text"/>	Date (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>
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### ◆ If a Joint Account

Joint Owner's Signature <input type="text"/>	Date (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>
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Joint Owner's Signature <input type="text"/>	Date (mm/dd/yyyy) <input type="text"/> / <input type="text"/> / <input type="text"/>
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By signing this form you are acknowledging that you have read and agree to the terms and conditions of Transfer on Death registration as outlined at the end of this form.

### Terms and Conditions of Transfer on Death Registration

Per your instruction, Boston Financial Data Services (BFDS), as transfer agent for Homestead Funds, Inc. will register your account as a Transfer on Death (TOD) account. Per Massachusetts law, BFDS can refuse to register accounts as TOD, or can adopt rules governing TOD registrations. BFDS is willing to establish a TOD registration only upon the terms and conditions outlined below. If you do not agree to these terms, please advise us of an acceptable alternative registration so that your account may be re-registered without a TOD designation.

Only simple beneficiary designations will be accepted for TOD directions. Complicated directions should be accomplished through a will or trust drawn by the shareholder's attorney.

By providing you with these rules, BFDS does not intend to give, and is not giving any advice as to the legal effect of a TOD registration under applicable state laws governing inheritance and probate procedures. Since TOD directions do effect the disposition of the account owner's property at death, you should consult with your attorney to make certain that the directions are consistent with your estate planning and tax planning.

These rules are established by BFDS and may be cancelled, or amended, from time to time by us upon prior written notice to you.

- (1) A TOD registration may be designated by (i) a sole account owner or (ii) by two or more joint owners only if the joint owners hold the account as joint tenants with rights of survivorship (and not tenants in common). A custodian for a Uniform Transfers to Minors Act (UTMA) or Uniform Gifts to Minors Act (UGMA) account may not designate a TOD on the registration.
- (2) Account owner: The term "account owner," as used herein, refers to either the sole owner of the account or all joint owners of the account in the case of multiple owners. Actions to be taken by the "account owner" must be taken by all joint owners in the case of multiple owners. Beneficiaries are not "account owners" and have no rights in the account until the death of the last surviving account owner.

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- (3) Designation of primary and contingent beneficiaries: An account owner may designate one, or more than one, beneficiary of the TOD account.

An account owner may designate primary and contingent beneficiaries of the TOD account.

- Primary beneficiaries are the first in line to receive the account upon the death of the last surviving account owner if, and only if they survive all the owners.
- Contingent beneficiaries receive the account upon the death of the account owner(s) if, and only if, there are no surviving primary beneficiaries

An account owner is not required to designate any contingent beneficiaries in a TOD registration. See also Section 5 below for more information on rights of beneficiaries under your designation.

- (4) Minors as beneficiaries: Minors may be beneficiaries of a TOD account only if a custodian, trustee, or parent or guardian is set forth for the minor. The responsible adult named must be someone other than the designating account owner.

By not providing a custodian, trustee, or guardian, the account owner is representing that all of the named beneficiaries have reached the age of majority and therefore are not minors.

- (5) Rights of designated beneficiaries:

- (a) Default arrangement is pro rata.

When an account owner instructs BFDS to register an account in TOD form and names multiple beneficiaries, BFDS will treat the multiple beneficiaries as owning equal percentages as the default arrangement.

- (b) Optional percentage designations.

If an account owner wishes that the shares of his/her account be distributed unequally among beneficiaries, the account owner must clearly state in writing a percentage for each beneficiary. The total of all percentages must equal 100%. If the percentages do not equal 100%, or if the instructions are unclear, BFDS will request further instructions from the account owner, and, if necessary, will use the pro rata default stated above in Section 5(a) unless valid instructions are received.

- (c) Optional designations under Lineal Descendants Per Stirpes (LDPS).

If an account owner wishes to have the share of the account intended for a beneficiary to pass to the children of the designated beneficiary in the event a designated beneficiary dies before distribution from the account, the account owner must specifically instruct the Agent to register the account as Lineal Descendants Per Stirpes or "LDPS." If the abbreviation "LDPS" does not appear on the TOD designation, the share intended for any designated beneficiary will not pass to that deceased beneficiary's children or descendants.

- (d) Choice of LDPS designations applies to all beneficiaries on an account.

If a TOD account with multiple beneficiaries is registered LDPS, the LDPS registration will apply to all beneficiaries designated, both primary and contingent. However, the shareowner also may specifically designate a distinction between the treatment of primary beneficiaries as a class and contingent beneficiaries as a separate class. E.g., all primary beneficiaries may be designated as pro rata and all contingent beneficiaries designated as LDPS, or vice versa. It is not possible, however, to mix the two types of designations within either class of beneficiaries.

- (e) If a beneficiary dies and no LDPS designation is made. In the case of multiple beneficiaries, if one of the beneficiaries does not survive the account owner and no LDPS designation is made, the deceased beneficiary's share of the account will be divided among the remaining beneficiaries upon the death of the last surviving account owner.

- (f) If all beneficiaries die before the last surviving account owner and no LDPS designation is made. If no beneficiary survives the last surviving account owner and no "LDPS" designation has been made, the account will be treated as part of the estate of the account owner.

# Transfer on Death Beneficiary Designation Form



- (6) Revocations of Changes: TOD registrations may not be made irrevocable. The account owner may revoke or change a beneficiary designation. Change or revocation requires:
- (a) A letter of instruction clearly indicating your wishes and providing required information for any newly designated beneficiaries.
  - (b) In addition, for issued shares/certificates: presentation to BFDS of the security in proper form for transfer.

- (7) Controlling terms: The TOD beneficiary designation completed by the account owner expressly provides that BFDS shall honor the account owner's instructions.

As a result, the following terms will apply:

An account owner may change the TOD beneficiary or revoke the TOD registration at any time during his life by a written instruction to BFDS.

The beneficiary or status of the account may also be changed by a court order directed to BFDS or Homestead Funds.

The beneficiary or status of the account will not be automatically be changed by events subsequent to the establishment of the account as a TOD (e.g. divorce).

The beneficiary or status of the account will not be automatically be changed by third party requests based on state statutes.

Dividends, interest, capital gains, and other distributions after the account owner's death:

- (a) Accruals (undistributed earnings) of the account which occur after the death of the last surviving account owner (or last surviving joint owner) stay with the account and pass to the beneficiary or beneficiaries.
  - (b) Where the account has been coded for cash distributions, and such distributions have actually been paid out prior to notice to BFDS of the death of the last surviving account owner, such distributions are deemed to be the property of the estate of the original account owner and do not pass with the account to the designated beneficiaries.
- (8) Redemption or Transfer by a TOD beneficiary or beneficiaries: A single beneficiary on a TOD registration must provide all of the following to redeem or transfer shares from a TOD account following the death of the last surviving account owner: (i) a letter of instruction signed by the beneficiary, Medallion Guaranteed, stating the name of the deceased account owner and the date of the owner's death; (ii) a completed new account application or change of registration form; (iii) a Form W-9 or any successor form to Form W-9; and (iv) an inheritance tax waiver if required by the deceased owner's state of residence.

Foreign persons must also complete Form W-8BEN or any successor form to W-8BEN. In the case of multiple beneficiaries, in addition to the requirements above, the beneficiary must also provide an affidavit under penalty of perjury. Additional redemption or transfer requirements may be imposed.

Once again, be advised that the rules enumerated in this letter have been adopted by BFDS and govern your TOD account.