

Please review this checklist to avoid unnecessary delays in the processing of your New Business submissions

Did you remember to:

- ▶ Complete RSL's Product Specific Training requirement? (required in all states)
- ▶ Fully complete the application?
- ▶ Provide the STREET Number (NO PO Boxes) and Existing Contract/Account number?
- ▶ Complete ONLY ONE SECTION?
- ▶ Attach a cover letter specifying if the transfer is being handled by the Annuitant or Agent?

RELIANCE STANDARD
LIFE INSURANCE COMPANY
A MEMBER OF THE TOKIO MARINE GROUP

1035 Exchange/Surrender, IRA Rollover and Direct Transfer Form
GENERAL INFORMATION (fill in all roles that apply)

Annuitant's Name _____ Annuitant's Social Security Number _____
 Joint Annuitant's Name (if applicable) _____ Joint Annuitant's Social Security Number _____
 Owner's Name (if different than Annuitant) _____ Owner's Social Security Number _____
 Joint Owner's Name (if applicable) _____ Joint Owner's Social Security Number _____

Existing Company _____ Telephone Number for Existing Company _____
 Street Address for Overnight Delivery _____
 Existing Contract/Account Number _____ Type of Investment Vehicle (CD, Mutual Fund, Annuity, Brokerage Account, etc.) _____
 Account Type (IRA, etc.) _____ Maturity Date _____ Transfer Immediately? yes no, when? _____

LOST POLICY AFFIDAVIT (complete if applicable): _____ The Owner(s) hereby certify that the policy has been lost or destroyed.
RELEASE OF INFORMATION AUTHORIZATION: _____ The Owner(s) hereby authorize _____ (existing financial institution) to provide information necessary to complete the requested transfer to Reliance Standard Life.
Please CHECK the appropriate box below, and complete one section only:

SECTION ONE – 1035 EXCHANGE/SURRENDER INFORMATION
 (This section is to be used only for an exchange of non-qualified annuities between another insurer and RSL. For all PARTIAL 1035 EXCHANGES, use form EF-1696.)
 a. The tax code allows for the following nontaxable exchanges: A) The exchange of one life insurance policy for an annuity contract, or B) the exchange of one annuity contract for another annuity contract. A 1035 exchange allows the policyholder to defer any recognition of a taxable gain and transfer the basis to the new contract. When an exchange involves an annuity, the contract must be payable to the same person. As Owner of the above contract, the undersigned hereby revokes all previous beneficiary designations and any optional mode of settlement with respect to any proceeds payable at the death of the Annuitant or Insured and designates Reliance Standard Life Insurance Company (RSLIC) as sole beneficiary of the above contract. Further, said Owner hereby assigns and transfers all right, title and interest in the above contract to RSLIC. The undersigned is aware that RSLIC intends to surrender this contract for its cash value and specifically authorizes RSLIC to do so, without in any way limiting the rights transferred under this assignment. If no exchange takes place for whatever reason, this agreement shall become null and void. RSLIC's contract will be rescinded and the original contract will be returned to the undersigned without further liability to RSLIC.
 b. RSLIC, as the new owner of the above-referenced contract, does hereby request surrender of the above-referenced contract.

SECTION TWO – IRA ROLLOVER/TRANSFER
 (This section is to be used only for an "IRA Rollover" from a non-IRA qualified plan or an "IRA Transfer" from another IRA.)
 CHECK ONE: IRA Rollover IRA Direct Transfer
 a. An individual may rollover distributions from qualified plans into an Individual Retirement Annuity (IRA) with RSLIC. Please note that qualified funds may not be mixed with non-qualified funds.
 b. Minimum Required Distribution (check one if 70 1/2 or older in year of transfer): _____ Please make Minimum Required Distribution prior to transfer _____ Do not make Minimum Required Distribution prior to transfer _____
 c. All funds will be transferred to the annuity established with RSLIC unless a specific dollar amount or percentage is indicated here: _____
 d. RSLIC agrees to accept the rollover/transfer described above for our contract established on behalf of the above named Owner(s). RSLIC accepts its appointment as successor of the above contract and requests the liquidation and transfer of assets as indicated above.

SECTION THREE – DIRECT TRANSFER
 (This section is to be used only for a transfer of non-qualified assets or qualified non-IRA assets from another financial institution to RSL.)
 a. RSLIC will handle the transfer of non-qualified funds or qualified non-IRA funds from another financial institution (such as a bank, savings and loan, or investment company) to an annuity contract. This form must be signed by the Owner(s) and forwarded to us before we will process the transfer directly with the other financial institution.
 b. Amount to be transferred to the annuity established with RSLIC: _____ All or \$ _____ (Amount) or _____ %
 c. RSLIC agrees to accept the transfer described above for our contract established on behalf of the above named Owner(s). RSLIC accepts its appointment as successor custodian of the above contract and requests the liquidation and transfer of assets as indicated above.

REQUIRED SIGNATURES
 Owner: _____ Date: _____
 Joint Owner (if applicable): _____ Date: _____
 Agent: _____ Date: _____

PAYMENT INSTRUCTIONS FOR EXISTING FINANCIAL INSTITUTION **SIGNATURE GUARANTEE (if required)**
 a. Make all checks payable to Reliance Standard Life Insurance Company, and mail to:
 Reliance Standard Life Insurance Company
 Attn: Annuity New Business
 2001 Market Street, Suite 1500
 Philadelphia, PA 19103-9802

TRUSTEE ACCEPTANCE / LETTER OF ACCEPTANCE (To be signed by an Officer of RSLIC)
 Please be advised that RSLIC is acting as Trustee and is willing to accept transfer of the values indicated above.
 By _____ Title _____ Date _____
 RS-1937-I

Instructions For Completing 1035 Exchange/Surr

General Information

Fill out the information as requested. The Annuitant's

Fill out the information as requested. The full address included.

Complete the Lost Policy Statement, if applicable. Alt RSL can contact the other financial institution to deter

NOTE: USE A SEPARATE I FILL OUT ONLY ONE O

1035 Exchange/Surrender Information

Use this section of the form to exchange/surrender an exit annuity with RSLIC. By checking this section and signing assigns ownership of the contract to RSLIC, so that it can annuity with RSLIC.

IRA Rollover/Transfer

Use this section to rollover a QUALIFIED contract which is also use this section to transfer an existing QUALIFIED IR

First, indicate if this is an "IRA Rollover" or an "IRA Direct

- b. Indicate if the client wishes to take his/her MF
- c. Specify an amount or percentage to be transf

Direct Transfer

Use this section to transfer QUALIFIED (non-IRA) or NON QUALIFIED annuity with RSLIC.

- b. Specify an amount or percentage to be transfer

Required Signatures

To be completed by the Owner, and Joint Owner (if applicable), as well as the agent.

Payment Instructions for Existing Financial Institution

- a. All checks must be made payable to Reliance Standard Life Insurance Company and mailed to the address indicated.

Trustee Acceptance/Letter of Acceptance

This section, which will be completed and signed by an Officer of RSLIC, confirms that RSLIC is acting as Trustee of the contract in question and is willing to accept the transfer of its values to RSLIC from the existing company.