

# Coverdell Education Savings Trust Account

(Under section 530 of the Internal Revenue Code)

Form 5305-E (Rev. October 2016) Department of the Treasury, Internal Revenue Service. Do not file with the Internal Revenue Service.

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The Grantor named on the Application is establishing a Coverdell Education Savings Account (ESA) under section 530 for the benefit of the Designated Beneficiary exclusively to pay for the qualified elementary, secondary, and higher education expenses, within the meaning of section 530(b)(2), of such Designated Beneficiary. The Grantor assigned the Trust Account the amount indicated on the Application. The Grantor and the Trustee make the following Agreement:

## ARTICLE I

The Trustee may accept additional cash contributions provided the Designated Beneficiary has not attained the age of 18 as of the date such contributions are made. Contributions by an individual contributor may be made for the tax year of the Designated Beneficiary by the due date of the beneficiary's tax return for that year (excluding extensions). Total contributions that are not rollover contributions described in section 530(d)(5) are limited to \$2,000 for the tax year. In the case of an individual contributor, the \$2,000 limitation for any year is phased out between modified adjusted gross income (AGI) of \$95,000 and \$110,000. For married individuals filing jointly, the phase-out occurs between modified AGI of \$190,000 and \$220,000. Modified AGI is defined in section 530(c)(2).

## ARTICLE II

No part of the Trust Account funds may be invested in life insurance contracts, nor may the assets of the Trust Account be commingled with other property except in a common trust fund or a common investment fund (within the meaning of section 530(b)(1)(D)).

## ARTICLE III

1. Any balance to the credit of the Designated Beneficiary on the date on which he or she attains age 30 shall be distributed to him or her within 30 days of such date.
2. Any balance to the credit of the Designated Beneficiary shall be distributed within 30 days of his or her death unless the designated Death Beneficiary is a Family Member of the Designated Beneficiary and is under the age of 30 on the date of death. In such case, that Family Member shall become the Designated Beneficiary as of the date of death.

## ARTICLE IV

The Grantor shall have the power to direct the Trustee regarding the investment of the above-listed amount assigned to the Trust Account (including earnings thereon) in the investment choices offered by the Trustee. The Responsible Individual, however, shall have the power to redirect the Trustee regarding the investment of such amounts, as well as the power to direct the Trustee regarding the investment of all additional contributions (including earnings thereon) to the Trust Account. In the event that the Responsible Individual does not direct the Trustee regarding the investment of additional contributions (including earnings thereon), the initial investment direction of the Grantor also will govern all additional contributions made to the Trust Account until such time as the Responsible Individual otherwise directs the Trustee. Unless otherwise provided in this Agreement, the Responsible Individual also shall have the power to direct the Trustee regarding the administration, management, and distribution of the account.

## ARTICLE V

The "Responsible Individual" named by the Grantor shall be a parent or guardian of the Designated Beneficiary. The Trust Account shall have only one Responsible Individual at any time. If the Responsible Individual becomes incapacitated or dies while the Designated Beneficiary is a minor under state law, the successor Responsible Individual shall be the person named to succeed in that capacity by the preceding Responsible Individual in a witnessed writing or, if no successor is so named, the successor Responsible Individual shall be the Designated Beneficiary's other parent or successor guardian. Unless otherwise directed by checking the applicable option in the Authority of Responsible Individual section of the Application, at the time that the Designated Beneficiary attains the age of majority under state law, the Designated Beneficiary becomes the Responsible Individual. If a Family Member under the age of majority under state law becomes the Designated Beneficiary by reason of being a named Death Beneficiary, the Responsible Individual shall be such Designated Beneficiary's parent or guardian.

**Option** (This provision is effective only if checked in the Authority of Responsible Individual section of the Application or other document acceptable to the Trustee.) The Responsible Individual shall continue to serve as the Responsible Individual for the Trust Account after the Designated Beneficiary attains the age of majority under state law and until such time as all assets have been distributed from the Trust Account and the Trust Account terminates. If the Responsible Individual becomes incapacitated or dies after the Designated Beneficiary reaches the age

of majority under state law, the Responsible Individual shall be the Designated Beneficiary.

## ARTICLE VI

Please refer to the Authority of Responsible Individual section of the Application to determine whether the Responsible Individual may change the beneficiary designated under this Agreement to another member of the Designated Beneficiary's family described in section 529(e)(2) in accordance with the Trustee's procedures.

## ARTICLE VII

1. The Grantor agrees to provide the Trustee with all information necessary to prepare any reports required by section 530(h).
2. The Trustee agrees to submit to the Internal Revenue Service (IRS) and Responsible Individual the reports prescribed by the IRS.

## ARTICLE VIII

Notwithstanding any other articles which may be added or incorporated, the provisions of Articles I through III will be controlling. Any additional articles inconsistent with section 530 and the related Regulations will be invalid.

## ARTICLE IX

This Agreement will be amended as necessary to comply with the provisions of the Code and the related Regulations. Other amendments may be made with the consent of the Grantor and the Trustee whose signatures appear on the Application.

## ARTICLE X

### 1. Definitions.

The General Instructions provided by the Internal Revenue Service (IRS) to accompany IRS Form 5305-E include detailed definitions that are incorporated into this Agreement. In addition, the following definitions apply.

**Agreement.** Agreement means the Coverdell Education Savings Account (ESA) Trust Agreement (IRS Form 5305-E), Application, Disclosure Statement, and accompanying documentation. The Agreement may be amended from time to time as provided in Article IX.

**Application.** Application means the Coverdell ESA Application that is the legal document that establishes this Coverdell ESA after it is accepted by the Trustee by signing the Application. The information and statements contained in the Application are incorporated into this Coverdell ESA Agreement.

**Authorized Agent.** Authorized Agent means the individual(s) appointed in writing by the Grantor or the Responsible Individual authorized to perform the duties and responsibilities set forth in the Agreement on behalf of the Designated Beneficiary.

**Code.** Code means the Internal Revenue Code.

**Trust Account.** Trust Account means the type of legal arrangement whereby the Trustee is a qualified financial institution that agrees to maintain the Trust Account for the exclusive benefit of the Designated Beneficiary.

**Trustee.** The Trustee must be a bank or savings and loan association, as defined in section 408(n), or any person who has the approval of the IRS to act as Trustee. Any person who may serve as a trustee of a traditional IRA may serve as the Trustee of a Coverdell ESA.

**Death Beneficiary.** Death Beneficiary means an individual or entity designated to receive the Trust Account upon the death of the Designated Beneficiary.

**Grantor.** The Grantor is the person who establishes the Trust Account.

**Designated Beneficiary.** The Designated Beneficiary is the individual on whose behalf the Trust Account has been established.

**Family Member.** Family Members of the Designated Beneficiary include his or her spouse, child, grandchild, sibling, parent, niece or nephew, son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, or sister-in-law, and the spouse of any such individual. A first cousin, but not his or her spouse, is also a "Family Member."

**Regulations.** Regulations mean the U.S. Treasury Regulations.

**Responsible Individual.** The Responsible Individual, generally, is a parent or guardian of the Designated Beneficiary. However, under certain circumstances, the Responsible Individual may be the Designated Beneficiary, or another party.

**Special Needs Beneficiary.** The IRS will define special needs beneficiary. This Coverdell ESA will incorporate the definition by reference, once made available. However, a general definition may include individuals who require additional time to complete their education due to a physical, mental or emotional condition. Taxpayers who believe the Special Needs Beneficiary rules apply to their situation should consult a competent tax advisor for guidance.

2. **Responsibilities.** All information that the Grantor, Responsible Individual and Designated Beneficiary have provided or will provide to the Trustee under this Agreement is complete and accurate and the Trustee may rely upon it. The Grantor, Responsible Individual and Designated Beneficiary will comply with all legal requirements governing this Agreement and assume all responsibility for their actions

including, but not limited to eligibility determination, contributions, distributions, penalty infractions, proper filing of tax returns and other issues related to activities regarding this Agreement. The Grantor, Responsible Individual and Designated Beneficiary will provide to the Trustee the information the Trustee believes appropriate to comply with the requirements of Section 326 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (U.S.A. PATRIOT) Act of 2001. The Grantor, Responsible Individual and Designated Beneficiary will pay the Trustee reasonable compensation for its services, as disclosed in the applicable fee schedules.

If the Grantor is not the Responsible Individual, once the ESA is established and initial contributions, investment selections and beneficiaries are indicated; the rights and obligations of the ESA irrevocably become those of the Responsible Individual. Unless indicated otherwise, the Responsible Individual is responsible for executing all forms, certifications, tax filings and other documents associated with this ESA until the Designated Beneficiary reaches the age of majority under state law. The Trustee's acceptance of this ESA on behalf of a minor Designated Beneficiary is expressly conditioned on the Responsible Individual's acceptance of the duties, obligations and responsibilities associated with this ESA. The Responsible Individual may name a new Responsible Individual in a form and manner acceptable to the Trustee.

### **3. Investment Responsibilities.**

**Investment Direction By Grantor/Responsible Individual** Initial investment decisions are the responsibility of the Grantor and the Grantor is responsible to direct the Trustee in writing, or other acceptable form and manner authorized by the Trustee, regarding how all amounts are to be invested. Consistent with Article IV, the Responsible Individual may redirect the Trustee regarding the investment of contributions and earnings. Subject to the policies and practices of the Trustee, the Grantor (at the time the Trust Account is established) or the Responsible Individual may delegate investment authority by appointing an Authorized Agent in writing in a form and manner acceptable to the Trustee. Upon receipt of instructions from the Grantor or the Responsible Individual and proof of acceptance by the Authorized Agent, the Trustee will accept investment direction and may fully rely on those instructions as if the Trustee had received the instructions from the Responsible Individual.

The Trustee will determine the investments available within the Trust Account. All transactions shall be subject to any and all restrictions that are imposed by the Trustee's charter, articles of incorporation, or bylaws; any and all applicable federal and state laws and regulations; the rules, regulations, customs, and usages of any exchange, market, or clearing house where the transaction is executed; the Trustee's policies and practices; and this Agreement.

The Trustee may change its investment options from time to time and the Responsible Individual may move his or her monies in the Trust Account to different investments. Any investment changes within the Trust Account are subject to the terms and conditions of the investments, including but not limited to minimum deposit requirements and early redemption penalties.

The Trustee will not provide any investment direction, suitability recommendations, tax advice, or any other investment guidance. Further, the Trustee has no duty to question the investment directions provided by the Grantor or Responsible Individual or any issues relating to the management of the Trust Account. The Grantor, Responsible Individual, and Designated Beneficiary will indemnify and hold the Trustee harmless from and against all costs and expenses (including attorney's fees) incurred by the Trustee in connection with any litigation regarding the investments within the Trust Account where the Trustee is named as a necessary party.

The Trustee will promptly execute investment instructions received from the Grantor or Responsible Individual if the instructions are in a form and manner acceptable to the Trustee. If the Trustee determines the instructions from the Grantor or Responsible Individual are unclear or incomplete, the Trustee may request additional instructions. Until clear instructions are received, the Trustee reserves the right, in good faith, to leave the contribution uninvested, place the contribution in a holding account (e.g., a money market account), or return the contribution. The Trustee will not be liable for any investment losses due to such delays in receiving clear investment instructions. Further, the Grantor, Responsible Individual and Designated Beneficiary will indemnify and hold the Trustee harmless for any adverse consequences or losses incurred from the Trustee's actions or inactions relating to the investment directions received from the Grantor, Responsible Individual or Authorized Agent.

The Grantor and Responsible Individual will not engage in transactions not permitted under the Agreement, including, but not limited to, the investment in collectibles or life insurance contracts, or engage in a prohibited transaction under Code Section 4975.

### **4. Beneficiary Designation.** Unless indicated otherwise on the Application, the Responsible Individual may change the Designated Beneficiary in a form and manner acceptable to the Custodian. The replacement Designated Beneficiary must be an eligible Family Member who has not yet reached age 30, unless the Designated Beneficiary is a Special Needs Beneficiary.

The Grantor or Responsible Individual has the right to designate any person(s) or entity(ies) as primary and contingent Death Beneficiaries by completing a written designation in a form and manner acceptable to the Trustee filed with the Trustee during the Designated Beneficiary's lifetime. Unless otherwise indicated, all subsequent Death Beneficiary designations revoke all prior designations. Death

Beneficiaries may be changed or revoked by the Responsible Individual at any time by executing a written designation on a form and manner acceptable to the Trustee.

Unless indicated otherwise in a form and manner acceptable to the Custodian, upon the Designated Beneficiary's death, the Trust Account will be paid to the surviving primary beneficiaries in equal shares. If no primary beneficiaries survive the Designated Beneficiary, the Trust Account will be paid to surviving contingent beneficiaries in equal shares unless indicated otherwise. If no primary or contingent beneficiaries survive the Designated Beneficiary or if the Grantor or Responsible Individual fail to designate beneficiaries during the Designated Beneficiary's lifetime, the Trust Account will be paid to the Designated Beneficiary's spouse but if no such legal spouse shall survive the Designated Beneficiary, then the Trust Account will be paid to the Designated Beneficiary's estate.

Inherited Coverdell ESA assets rolled over or transferred to the ESA to of a surviving spouse or other eligible Family Member due to the Designated Beneficiary's death retains its status as a Coverdell ESA. This means the surviving spouse or other Family Member may treat the ESA as his or her own until he or she attains age 30. The age limitation does not apply to new Designated Beneficiaries who are Special Needs Beneficiaries. There are no tax consequences due to such a transfer.

Upon the Designated Beneficiary's death, the Custodial Account will be distributed to non-Family Member Death Beneficiaries within 30 days of the Designated Beneficiary's date of death. ESA assets distributed including those that are not rolled over or transferred to another eligible Family Member are taxable to the extent the assets represent earnings distributed from the Custodial Account.

No payment will be made to any Death Beneficiary until the Trustee receives appropriate evidence of the Designated Beneficiary's death as determined by the Trustee.

If a non-Family Member Death Beneficiary is a minor, the Trustee is relieved of all its obligations as Trustee by paying the Trust Account to the minor child upon receiving written instructions from the minor's parent or legal guardian.

The Responsible Individual represents and warrants that all Death Beneficiary designations meet the applicable laws. The Trustee will exercise good faith in distributing the Trust Account consistent with the Death Beneficiary designation. The Grantor, Responsible Individual and Designated Beneficiary agree to indemnify and hold the Trustee harmless against any and all claims, liabilities and expenses resulting from the Trustee's payment of the Trust Account in accordance with such Death Beneficiary designation and the terms of the Agreement.

5. **Distributions.** Distributions may be requested from the Trust Account by delivering a request to the Trustee in a form and manner acceptable to the Trustee. The Trustee is not obligated to distribute the Trust Account unless it is satisfied it has received the required information to perform its administrative and legal reporting obligations. Required information includes, but is not limited to, taxpayer identification number, distribution reason, and proof of identity.
6. **Amendments and Termination.** The Trustee may amend this Agreement at any time to comply with legal and regulatory changes and to modify the Agreement as the Trustee determines advisable. Any such amendment will be sent to the Responsible Individual at the last known address on file with the Trustee. The amendment will be effective on the date specified in the notice to the Responsible Individual. At the Responsible Individual's discretion, the Responsible Individual may direct that the Trust Account be transferred to another trustee or custodian. The Trustee will not be liable for any losses for any actions or inactions of any successor trustee or custodian.

The Responsible Individual may terminate this Agreement at any time by providing a written notice of such termination to the Trustee in a form and manner acceptable to the Trustee. As of the date of the termination notice, the Trustee will no longer accept additional deposits under the Agreement. Upon receiving a termination notice, the Trustee will continue to hold the assets and act upon the provisions within the Agreement until the Responsible Individual provides additional instructions. If no instructions are provided by the Responsible Individual to the Trustee within 30 days of the termination notice, and unless the Trustee and the Responsible Individual agree in writing otherwise, the Trustee will distribute the Trust Account, less any applicable fees or penalties, as a single payment to the Designated Beneficiary. The Trustee shall not be liable for any losses for any actions or inactions of any successor trustee or custodian.

The Trustee may resign at any time by providing 30 days written notice to the Responsible Individual. Upon receiving such written notice, the Responsible Individual will appoint a successor trustee or custodian in writing. Upon such appointment and upon receiving acknowledgement from the successor trustee or custodian of acceptance of the Trust Account, the Trustee shall transfer the Trust Account, less any applicable fees or penalties, to the successor trustee or custodian. If no successor trustee or custodian is appointed or no distribution instructions are provided by the Responsible Individual, the Trustee may, in its own discretion, select a successor trustee or custodian and transfer the Trust Account, less any applicable fees or penalties, or may distribute the Trust Account, less any applicable fees or penalties, as a single payment to the Designated Beneficiary. The Trustee shall not be liable for any losses for any actions or inactions of any successor trustee or custodian.

The Responsible Individual agrees to substitute another custodian or trustee in place of the existing Trustee upon notification by the Commissioner of the Internal Revenue Service or his or her delegate, that such substitution is required because the Trustee has failed to comply with the requirements of the Internal Revenue Code by not keeping such records, or making such returns or rendering such statements as are required by the Internal Revenue Code, or otherwise.

- 7. Instructions, Changes of Addresses and Notices.** The Responsible Individual is responsible to provide any instructions, notices or changes of address in writing to the Trustee. Such communications will be effective upon actual receipt by the Trustee unless otherwise indicated in writing by the Responsible Individual. Any notices required to be sent to the Grantor or Responsible Individual by the Trustee will be sent to the last address on file with the Trustee and are effective when mailed unless otherwise indicated by the Trustee. If authorized by the Trustee and provided by the Grantor or Responsible Individual in the Application, Account Agreement or other documentation deemed acceptable to the Trustee, an electronic address is an acceptable address to provide and receive such communications.
- 8. Fees and Charges.** The Trustee reserves the right to charge fees for performing its duties and meeting its obligations under this Agreement. All fees, which are subject to change from time to time, will be disclosed on the Trustee's fee schedule or other disclosure document provided by the Trustee. The Trustee will provide the Responsible Individual 30 days written notice of any fee changes. The Trustee will collect all fees from the cash proceeds in the Trust Account. If there is insufficient cash in the Trust Account, the Trustee may liquidate investments, at its discretion, to satisfy fee obligations associated with the Agreement. Alternatively, if the Trustee so authorizes and if separate payment of fees or other expenses is permissible under applicable federal and/or state laws, the fees may be paid separately outside of the Trust Account. If the Trustee offers investments other than depository products, the Grantor and Responsible Individual recognize that the Trustee may receive compensation from other parties. The Responsible Individual agrees to pay the Trustee a reasonable charge for distribution from, transfers from, and terminations of this Trust Account. The Responsible Individual agrees to pay any expenses incurred by the Trustee in the performance of its duties in connection with this Agreement. Such expenses include, but are not limited to, administrative expenses, such as legal and accounting fees, and any taxes of any kind that may be levied or assessed with respect to such Trust Account. The Responsible Individual shall be responsible for any deficiency. If for any reason the Trustee is not certain as to who is entitled to receive all or part of the Trust Account, the Trustee reserves the right to withhold any payment from the Trust Account, to request a court ruling to determine the disposition of the assets, and to charge the Trust Account for any expenses incurred in obtaining such legal determination.
- 9. Transfers and Rollovers.** The Trustee may accept transfers and rollovers to this Trust Account from other Coverdell ESAs. The Responsible Individual represents and warrants that only eligible transfers and rollovers will be made to the Trust Account. The Trustee reserves the right to refuse any transfer or rollover and is under no obligation to accept certain investments or property it cannot legally hold or determines is an ineligible investment in the Trust Account.

The Trustee will duly act on written instructions from the Responsible Individual received in a form and manner acceptable to the Trustee to transfer the Coverdell ESA to a successor trustee or custodian. The Trustee is not liable for any actions or inactions by any predecessor or successor trustee or custodian or for any investment losses resulting from the timing of or sale of assets resulting from the transfer or rollover.

#### **10. Miscellaneous.**

**Reliance and Responsibilities.** The Grantor, Responsible Individual and Designated Beneficiary acknowledge that they are responsible for any taxes, penalties or other fees and expenses associated with his or her actions or inactions regarding the laws, regulations and rules associated with this Agreement. Further, the Grantor, Responsible Individual, and Designated Beneficiary acknowledge and understand that the Trustee will act solely as an agent and bears no fiduciary responsibility. The Trustee will rely on the information provided by the Grantor, Responsible Individual, and Designated Beneficiary and has no duty to question or independently verify or investigate any such information. The Grantor, Responsible Individual, and Designated Beneficiary will indemnify and hold the Trustee harmless from any liabilities, including claims, judgments, investment losses, and expenses (including attorney's fees), which may arise under this Agreement, except liability arising from gross negligence or willful misconduct of the Trustee.

**Trustee Acquired/Merged.** If the Trustee is purchased by or merged with another financial institution qualified to serve as a trustee or custodian, that institution will automatically become the trustee or custodian of this Coverdell ESA unless otherwise indicated.

**Maintenance of Records.** The Trustee will maintain adequate records and perform its reporting obligations required under the Agreement. The Trustee's sole duty to the Responsible Individual regarding reporting is to furnish the IRS mandated reports as required in Article VII of this Agreement. The Trustee may, at its discretion, furnish additional reports or information to the Responsible Individual. The Responsible Individual approves any report furnished by the Trustee unless, within 60 days of receiving the report, the Responsible Individual notifies the Trustee in writing of any discrepancies. Upon receipt of such notice, the Trustee's responsibility is to investigate the request and make any corrections or adjustments accordingly.

**Exclusive Benefit.** The Trust Account is maintained for the exclusive benefit of the Designated Beneficiary and his or her Death Beneficiary(ies). To the extent required by law, no creditors of the Grantor, Responsible Individual or Designated Beneficiary may at any time execute any lien, levy, assignment, attachment or garnishment on any of the assets in the Trust Account.

**Minimum Values.** The Trustee reserves the right to establish Coverdell ESA account minimums. The Trustee may resign or charge additional

fees if the minimums are not met.

**Other Providers.** At its discretion, the Trustee may appoint other service providers to fulfill certain obligations, including reporting responsibilities, and may compensate such service providers accordingly. The Trustee may release nonpublic personal information regarding your Trust Account to such providers as necessary to provide the products and services made available under this Agreement.

**Agreement.** This Agreement and all amendments are subject to all state and federal laws. The laws of the Trustee's domicile will govern should any state law interpretations be necessary concerning this Agreement.

**Severability.** If any part of this Agreement is invalid or in conflict with applicable law or regulations, the remaining portions of the Agreement will remain valid.

## GENERAL INSTRUCTIONS

*Section references are to the Internal Revenue Code unless otherwise noted.*

**Purpose of Form.** Form 5305-E is a model trust account agreement that meets the requirements of section 530(b)(1) and has been pre-approved by the IRS. A Coverdell Education Savings Account (ESA) is established after the form is fully executed by both the Grantor and the Trustee. This account must be created in the United States for the exclusive purpose of paying the qualified elementary, secondary, and higher education expenses of the Designated Beneficiary.

**Do not** file Form 5305-E with the IRS. Instead, the Grantor must keep the completed form in its records.

**Identification Numbers.** The Grantor's and Designated Beneficiary's social security numbers will serve as their identification numbers. If the Grantor is a nonresident alien and does not have an identification number, write "Foreign" in the block where the number is requested. The Designated Beneficiary's social security number is the identification number of his or her Coverdell ESA. If the Designated Beneficiary is a nonresident alien, the Designated Beneficiary's individual taxpayer identification number is the identification number of his or her Coverdell ESA. An employer identification number (EIN) is required only for a Coverdell ESA for which a return is filed to report unrelated business income. An EIN is required for a common fund created for Coverdell ESAs.

## SPECIFIC INSTRUCTIONS

**Note:** *The age limitation restricting contributions, distributions, rollover contributions, and change of beneficiary are waived for a Designated Beneficiary with special needs.*

**Article X.** Article X and any that follow may incorporate additional provisions that are agreed to by the Grantor and Trustee to complete the agreement. They may include, for example, provisions relating to: definitions, investment powers, voting rights, exculpatory provisions, amendment and termination, removal of the Trustee, Trustee's fees, state law requirements, treatment of excess contributions, and prohibited transactions with the Grantor, Designated Beneficiary, or Responsible Individual, etc. Attach additional pages as necessary.

# Coverdell Education Savings Account Disclosure Statement

(Used with Form 5305-E)

A portion of the information contained in this Disclosure Statement is addressed in IRS Notice 97-60, IRS Publication 970, *Tax Benefits for Education*, and Internal Revenue Code Section 530. Its purpose is to generally summarize the terms, conditions and federal laws associated with Coverdell Education Savings Accounts (ESAs). It is not intended to replace the advice of your own tax and legal advisors. You are encouraged to consult your advisors and/or your state taxing authority concerning any tax and/or compliance questions. You are responsible for complying with the laws that apply to your ESA. Unless expressly prohibited by the Trustee's policies, such additional federally authorized transactions are hereby incorporated by this reference.

## Definitions

There may be multiple parties associated with an ESA. The parties are generally defined below and are referred to in this Disclosure Statement.

**Designated Beneficiary.** The Designated Beneficiary is the individual on whose behalf the ESA has been established, such as a child or student. Except for "special needs beneficiaries," contributions may not be made to an ESA after the Designated Beneficiary's 18th birthday. Note, depending on the circumstances and the Designated Beneficiary's age, the Designated Beneficiary may also serve in the capacities of Grantor and/or Responsible Individual.

**Grantor.** The Grantor establishes the ESA and may make the initial contribution. The Grantor may be a person or an entity. Note that the Grantor may also serve in the capacities of the Designated Beneficiary and the Responsible Individual.

**Responsible Individual.** The Responsible Individual is generally a parent or guardian of the Designated Beneficiary and essentially controls the decisions relating to the ESA, such as authorizing distributions, reviewing statements, directing investments, etc. Note that the Responsible Individual may also serve in the capacities of Grantor and Designated Beneficiary.

## GENERAL

### What is an ESA?

An ESA is a trust or custodial account that is created or organized in the United States exclusively for the purpose of paying the qualified education expenses of the Designated Beneficiary of the account. The account must be designated as an ESA when it is created to be treated as an ESA for tax purposes.

### For whom may an ESA be established?

An ESA may be established for the benefit of any child under age 18. Contributions to the ESA will not be accepted after the Designated Beneficiary reaches his or her 18th birthday, unless he or she is a "special needs" Designated Beneficiary. An ESA established to receive a transfer or rollover may be established for the benefit of a Designated Beneficiary under age 30.

### What is a "special needs beneficiary?"

The IRS will define a special needs beneficiary. This Coverdell ESA will

incorporate the definition by reference, once made available. However, a general definition may include individuals who require additional time to complete their education due to a physical, mental or emotional condition. Taxpayers who believe the special needs beneficiary rules apply to their situation should consult a competent tax advisor for guidance.

### Where may an individual open an ESA?

An individual may open an ESA with any bank, or other entity that has been approved to serve as a nonbank trustee or custodian of an individual retirement account (IRA), and the bank or entity is offering ESAs.

### How many ESAs may a Designated Beneficiary have?

There is no limit on the number of ESAs that may be established designating a particular individual as a Designated Beneficiary. However, in any given taxable year the total aggregate contributions to all the ESAs designating a particular individual as beneficiary may not exceed \$2,000.

## CONTRIBUTIONS

### When may a taxpayer start contributing to an ESA?

Contributions may be made to a Designated Beneficiary's ESA from birth until his or her 18th birthday (unless the Designated Beneficiary is a special needs beneficiary).

### How much may be contributed to a Designated Beneficiary's ESA?

Up to \$2,000 per year in aggregate contributions may be made for the benefit of any Designated Beneficiary. The contributions may be placed in a single ESA or in multiple ESAs.

### What is the deadline for making ESA contributions?

Contributions must be made by the Designated Beneficiary's tax return due date excluding extensions. For most taxpayers, the deadline is April 15th. Contributions made between January 1 and April 15 should include an indication of the tax year the contribution is for. If the tax year is not indicated otherwise, the ESA Trustee will report it to the IRS as a current year contribution (the year received).

### What happens if more than \$2,000 is contributed to an ESA on behalf of a Designated Beneficiary in a calendar year?

Aggregate contributions for the benefit of a particular Designated Beneficiary in excess of \$2,000 for a calendar year are treated as excess contributions. If the excess contributions (and any earnings attributable to them) are not withdrawn from the Designated Beneficiary's account (or accounts) before June 1 of the year following the year for which the contribution was made, the excess contributions are subject to a 6 percent excise tax for each year the excess amount remains in the account.

### May contributions other than cash be made to a Designated Beneficiary's ESA?

No. ESAs are permitted to accept contributions made in cash only.

### May contributors take a deduction for contributions made to an ESA?

No.

### **Are there any restrictions on who can contribute to an ESA?**

Any individual or entity may contribute up to \$2,000 to a Designated Beneficiary's ESA. For individuals to make an ESA contribution, his or her modified adjusted gross income (MAGI) for the taxable year may not be more than \$110,000 (\$220,000 for married taxpayers filing jointly). For purposes of this section, MAGI is determined as part of completing a Federal income tax return. For most taxpayers, MAGI is the same as adjusted gross income. For those few taxpayers who earn income abroad or receive income from certain American territories or possessions, MAGI will be greater than the adjusted gross income. In those cases, the individual's adjusted gross income will be increased by: (1) certain amounts that the individual earns abroad, (2) amounts effectively connected with the individual's conduct of a trade or business derived from sources in Guam, American Samoa, or the Northern Mariana Islands (if the individual is a resident of the possession where the source of income is located), and (3) amounts derived from sources in Puerto Rico (if the individual is a Puerto Rican resident). The \$2,000 maximum contribution per Designated Beneficiary is gradually reduced for individuals with MAGI between \$95,000 and \$110,000 (between \$190,000 and \$220,000 for married taxpayers filing jointly).

### **Do contributors have to have compensation or earned income to make contributions to an ESA?**

No.

### **May a Designated Beneficiary contribute to his or her own ESA?**

Yes.

### **Does a taxpayer have to be related to the Designated Beneficiary in order to contribute to the Designated Beneficiary's ESA?**

No.

### **May contributions be made to both a qualified tuition program (QTP) and an ESA on behalf of the same Designated Beneficiary in the same taxable year?**

Yes.

## **DISTRIBUTIONS**

### **May a Designated Beneficiary take a tax-free withdrawal from an ESA to pay qualified education expenses if the Designated Beneficiary is enrolled less than full-time at an eligible educational institution?**

Yes. Whether the Designated Beneficiary is enrolled full-time, half-time, or less than half-time, he or she may take a tax-free withdrawal to pay qualified education expenses.

### **What happens when a Designated Beneficiary withdraws assets from an ESA to pay for qualified education expenses?**

Generally, the withdrawal is tax-free to the Designated Beneficiary to the extent the amount of the withdrawal does not exceed the Designated Beneficiary's qualified education expenses at an eligible educational institution.

### **What is an eligible educational institution?**

An eligible post-secondary educational institution is any college, university, vocational school, or other postsecondary educational institution that is described in section 481 of the Higher Education Act of 1965 (20 U.S.C. 1088) and, therefore, eligible to participate in the student aid programs administered by the Department of Education. This category includes

virtually all accredited public, nonprofit, and proprietary (privately owned profit-making) postsecondary institutions. An eligible elementary or secondary school is any public, private, or religious school that provides kindergarten through grade 12 education as determined under state law.

### **What are "qualified education expenses" for elementary and secondary schools?**

Expenses are qualified that are related to enrollment or attendance such as tuition, books, supplies, equipment, academic tutoring, and special needs services for a special needs beneficiary. In addition, expenses also qualify that are provided by an eligible school in connection with attendance or enrollment such as room and board, uniforms, transportation, supplementary items and services (including extended day programs). Expenses related to the purchase of computer technology, equipment or Internet access qualify if the items are used by the Designated Beneficiary and his or her family during any of the years the Designated Beneficiary is in school. (This does not include expenses for computer software designed for sports, games or hobbies unless the software is predominantly educational in nature.)

### **What are "qualified education expenses" for post-secondary schools?**

Expenses are qualified that are related to enrollment or attendance such as tuition and fees, books, supplies, equipment, and special needs services for a special needs beneficiary. In addition, expenses for room and board qualify provided the Designated Beneficiary is at least a half-time student. However, only room and board expenses qualify that do not exceed the greater of (1) the allowance for room and board, as determined by the eligible educational institution, that was included in the cost of attendance (for federal financial aid purposes) for a particular academic period and living arrangement of the student and (2) the actual amount charged if the student is residing in housing owned or operated by the eligible educational institution. Any contribution to a qualified tuition program (QTP) made on behalf of the Designated Beneficiary also is a qualified education expense. For tax years 2015 and later, qualified education expenses also include the purchase of computer or allowable peripheral equipment, certain computer software, and internet access and related services, if such equipment, software, or services are to be used primarily by the Designated Beneficiary during any of the years he/she is enrolled at an eligible educational institution.

### **What is a "half time" student?**

A Designated Beneficiary is a student enrolled "at least half-time" if he or she is enrolled for at least half the full-time academic workload for the course of study the student is pursuing, as determined under the standards of the school where the student is enrolled.

### **What happens if a Designated Beneficiary withdraws an amount from an ESA but does not have any qualified education expenses to pay in the tax year in which he or she makes the withdrawal?**

Generally, if a Designated Beneficiary withdraws an amount from an ESA and does not have any qualified education expenses during the taxable year, a portion of the distribution is taxable. The portion subject to income taxes is the portion that represents earnings that have accumulated tax-free in the account. The taxable portion of the distribution is also subject to a 10 percent tax penalty unless an exception applies. The most common exceptions are listed below. See IRS Publication 970 for additional exceptions.



- A. The withdrawal is paid to the estate of the Designated Beneficiary within 30 days of his or her death;
- B. The withdrawal is paid to the Designated Beneficiary due to his or her disability; or
- C. The withdrawal is equal to or less than the amount of a scholarship or other tax-free educational assistance received by the Designated Beneficiary.

**Is the distribution from an ESA taxable if the distribution is contributed to another ESA?**

Any amount distributed from an ESA and rolled over or transferred to another ESA for the benefit of the same Designated Beneficiary or certain members of the Designated Beneficiary's family is not taxable. An amount is rolled over if it is paid to another ESA on a date within 60 days after the date of the distribution. Members of the Designated Beneficiary's family include the Designated Beneficiary's spouse, children and their descendants, stepchildren and their descendants, siblings and their children, stepbrothers and stepsisters, parents and grandparents, stepparents, and spouses of all the foregoing. In addition, family members include first cousins, father-in-law, and mother-in-law. The \$2,000 annual ESA contribution limit does not apply to these rollover contributions. For example, an older brother who has \$2,000 left in his ESA after he graduates from college can roll over the full \$2,000 balance to an ESA for his younger sister who is still in high school without paying any tax on the transfer. Only one Coverdell ESA rollover is allowed during the 12-month period ending on the date of the payment or distribution. This rule does not apply to the rollover of a military death gratuity or payment from Servicemembers' Group Life Insurance (SGLI).

**What happens to the assets remaining in an ESA after the Designated Beneficiary finishes his or her postsecondary education?**

There are two options. The amount remaining in the account may be withdrawn for the Designated Beneficiary. The Designated Beneficiary will be subject to both income tax and the additional 10 percent penalty tax on the portion of the amount withdrawn that represents earnings if the Designated Beneficiary does not have any qualified education expenses in the same taxable year he or she makes the withdrawal. Alternatively, if the amount in the designated beneficiary's ESA is withdrawn and rolled over or transferred to another ESA for the benefit of a member of the Designated Beneficiary's family, the amount rolled over or transferred will not be taxable. No distributions are required until the Designated Beneficiary attains age 30. Please see Q & A 28 for more information.

**Rather than rolling or transferring the money from one ESA to another, may the Designated Beneficiary of the account be changed from one Designated Beneficiary to another without triggering a tax?**

Yes, provided: (1) the terms of the particular trust or custodial account permit a change in the Designated Beneficiaries (each trustee or custodian will control whether options like this one are available in the accounts they offer), and (2) the new Designated Beneficiary is a member of the previous Designated Beneficiary's family and has not attained age 30.

**May the Designated Beneficiary or the Designated Beneficiary's parents claim the Hope Scholarship Credit or Lifetime Learning Credit for the Designated Beneficiary's expenses in a taxable year in which the Designated Beneficiary receives money from an ESA on a tax-free basis?**

Yes, an education credit may be claimed in the same year the Designated

Beneficiary takes a tax-free distribution from his or her ESA as long as the same expenses are not used for both benefits. Refer to IRS Publication 970 and/or your tax advisor for more guidance.

**When must assets in an ESA be distributed?**

ESA assets must be distributed no later than 30 days after the Designated Beneficiary's death or attainment of age 30. (The age 30 rule does not apply to special needs beneficiaries.)

**Can the ESA be transferred to another individual when the Designated Beneficiary attains age 30?**

Yes. The ESA may be rolled over or transferred to a new Designated Beneficiary (who is a qualified family member) when the current Designated Beneficiary attains age 30.

**Do any exceptions apply to the distribution requirement when the Designated Beneficiary dies?**

Yes. If the Responsible Individual rolls over or transfers the ESA to an eligible family member named as Death Beneficiary, the ESA retains its status. This means the spouse or other family member may treat the ESA as his or her own until he or she attains age 30. The age limitation does not apply to new Designated Beneficiaries who are special needs beneficiaries. There are no tax consequences due to the transfer. If the ESA agreement allows the designation of a Death Beneficiary and that Death Beneficiary is not an eligible family member, the remaining assets must be distributed within 30 days of the Designated Beneficiary's date of death. ESA assets distributed (that are not rolled over or transferred to another eligible family member) are taxable to the extent they represent earnings distributed from the account.

**ADDITIONAL PROVISIONS**

**Transfers.** ESAs may be moved from one trustee or custodian to an ESA maintained by another trustee or custodian by requesting a direct transfer. Federal law does not limit the number of transfers you may make during any year. ESA transfers are reportable to the IRS.

**Rollover of Military Death Gratuity or SGLI (Servicemembers' Group Life Insurance) Program.** Eligible death payments including military death gratuities and SGLI payments received by the Designated Beneficiary may be rolled over, tax-free into a Coverdell ESA. The amount eligible for rollover to a Coverdell ESA cannot exceed the total amount that you received reduced by any part of that amount that was contributed to a Roth IRA or another Coverdell ESA. Any military death gratuity or SGLI payment contributed to a Coverdell ESA is disregarded for purposes of the 12-month waiting period between rollovers. The rollover must be completed within one year of the date on which the payment is received. The amount contributed to the Coverdell ESA is treated as part of your cost basis (investment in the contract) in the Coverdell ESA that is not taxable when distributed. All or part of the amount received by the Designated Beneficiary may be rolled over to the Coverdell ESA.

**Prohibited Transactions.** The ESA may not be engaged in a "prohibited transaction." Prohibited transactions are defined in IRC Section 4975. Examples include borrowing money from the ESA, selling property to the ESA, receiving unreasonable compensation for managing the ESA or buying property with ESA funds for your personal use. Engaging in a prohibited transaction will most likely result in adverse tax consequences, including

disqualification of the ESA.

**Using the ESA as Security for a Loan.** If the ESA is pledged as security for a loan, the amount pledged is treated as a distribution and is includable in income and may be subject to the 10 percent premature distribution penalty tax.

## MISCELLANEOUS

**Nonforfeitable.** Your interest in your ESA is nonforfeitable at all times.

**Investment Restrictions.** Money in the ESA may not be used to buy a life insurance policy or invested in collectibles as defined in IRC Section 408(m). However, certain gold, silver and platinum coins, bullion and coins issued under state laws are allowable investments.

**No Commingling.** Assets in the ESA may not be combined with other property, except in a common trust fund or common investment fund.

**Tax Filing.** Applicable IRS forms to report certain activities, taxable income and/or penalties associated with the ESA must be filed.

**IRS Form.** This ESA uses the precise language of IRS Form 5305-E and is therefore treated as approved by the IRS. Additional language has been included as permitted by such form. The IRS approval represents a determination as to form and not to the merits of the account.