

Updated IRA withdrawal forms available

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CUNA Mutual Group regularly updates its IRA operating forms to help keep your credit union in compliance. The most recent changes affect the Coverdell ESA Withdrawal Instruction form (stock #21998), the Roth IRA Withdrawal Instruction form (stock #21218), and the Traditional IRA Withdrawal Instruction form (stock #80014).

The latest acceptable revision date for these forms is 7/2004. We recommend that you discard all old copies of these forms and purchase the 7/2004 version. This is especially important if your credit union is on the CUNA Mutual Fully-Administered program, since earlier revisions will no longer be processed if they are submitted after the middle of August 2004.

You'll see the biggest changes on the Roth IRA Withdrawal Instruction form. Some Roth IRAs have now been open for five years or longer, allowing owners to take qualified distributions. The owner needs to indicate whether a Roth IRA meets the 5-year test with a Roth IRA at the credit union, so the form includes new checkboxes where this fact is needed for proper reporting.

Based on your feedback, we've also revised other sections of the forms. For example, in the Reason Code for Withdrawal section, the boxes are now in numerical order, and most IRS codes appear in parentheses.

Sections that appear on more than one withdrawal form are now more consistent, and unnecessary sections no longer appear. We believe these changes will benefit your credit union and your members by making the withdrawal forms clearer and more efficient to complete, which helps to keep your credit union in compliance.

Using current forms is critical to ensure compliance. To obtain the most current and compliant version of these forms, please call (800) 356-5012. Keep in mind that signing up for IRAdirect® means that you don't need to keep track of the latest form revisions. This system is an electronic IRA processing option available to credit unions on our Fully-Administered and Self-Administered IRA Programs. IRAdirect enables credit union staff to complete most operating forms online, eliminating the cost and need for paper forms. For more information, go to www.cunamutual.com and enter "IRAdirect" in the search engine. □