

What You Need to Know



Please review the information below before you complete this form.

IMPORTANT INFORMATION ABOUT OPENING A NEW ACCOUNT AT CITIBANK: To help the United States Government fight terrorism and money laundering, Federal law requires us to obtain, verify and record information that identifies each person that opens an account.

What this means for you: When you open an account, we will ask for your name, a street address, date of birth, and an identification number, such as a social security number, that Federal law requires us to obtain. We may also ask to see your driver's license or other identifying documents that will allow us to identify you. We appreciate your cooperation.

To complete your request please supply the following along with your completed application:

- Copy of valid government-issued photo ID (examples include: U.S. Drivers license, U.S. state-issued identity card, U.S. passport, non-U.S. passport).
- Proof of residential address dated within 60 days of the date of this application (such as a utility bill, telephone bill - landline only, cell phone is not acceptable).
- IRS [Form W-9](#)¹ if you are a US Person or IRS [Form W-8BEN](#)¹ if you are a non-US Person
- Please complete all sections marked as "Must Complete" to avoid delays with your application.
- To fund the plan, either attach a check made payable to Citibank, N.A. or provide instructions to debit your Citibank checking, savings, or money market account.

When requesting a trustee-to-trustee transfer or direct rollover of funds from another institution please remember to:

- Attach a completed Citibank Transfer and Direct Rollover form
- Attach your distribution confirmation statement or your most recent account statement
- If a direct rollover, please include a check payable to Citibank N.A. as successor custodian

When requesting a conversion or recharacterization of a contribution from an existing Citibank Traditional IRA or SEP-IRA, please remember to:

- Attach a completed Citibank IRA and Roth IRA Withdrawal and Tax Withholding Election Form.
- A Roth IRA conversion cannot be undone or recharacterized.

When returning this form by mail, please mail to:

Retirement Plan Services
P.O. Box 769001
San Antonio, TX 78245-9951

If you have any questions

Call Retirement Plan Services at 1-800-695-5911.[†] Hearing or speech impaired customers may call our text telephone service (TTY) at 1-800-788-6775. Representatives are available to assist you Monday through Friday 8:00 a.m. - 10:00 p.m. Eastern Time, and Saturday 9:00 a.m. - 5:30 p.m. Eastern Time.

[†]To ensure quality service, calls are recorded

1. IRS Form W-9 can be found online by visiting: <https://www.irs.gov/pub/irs-pdf/fw9.pdf> IRS Form W-8BEN can be found online by visiting <https://www.irs.gov/pub/irs-pdf/fw8ben.pdf>.

CUSTOMER INITIALS

Citibank IRA Application Plan Owner Information



You must complete **Sections 1-3** to avoid delays with your application process.

Please type "N/A" when not applicable.

1. Plan Owner Information *(Must Complete)*

First Name: _____ Middle: _____ Last Name: _____

Date of Birth: (mm/dd/yyyy): _____

Identification

Type: _____ ID Number: _____ State: _____

Issue Date: _____ Expiration Date: _____

Residential Address *(If less than one year in address, please provide Prior Residential Address below)*

Housing Status: Own Rent Co-Op/Condo Parents Other

Street Address: _____ Apt. Number: _____

City: _____ State: _____ Zip: _____ Country: _____

Address since: _____

Prior Residential Address

Start Date: _____ End Date: _____

Street Address: _____ Apt. Number: _____

City: _____ State: _____ Country: _____ Zip: _____

Mailing Address *(if different from Residential Address)*

Street Address: _____ Apt. Number: _____

City: _____ State: _____ Zip: _____ Country: _____

Phone Number *(Please at least one)*

Home: _____ Business: _____ Mobile: _____

If you provide us a mobile number or number later converted to a mobile number, you agree that Citibank or our service providers may contact you at that number about your Banking Accounts, including loans and lines of credit. This consent allows us to use text message, artificial or pre-recorded voice messages and automatic dialing technology for informational and account service calls, but not telemarketing calls. Message and data rates may apply. Contact us anytime to opt-out.

Email Address *(Please provide at least one)*

Primary: _____ Secondary: _____

I prefer not to provide or do not have an email address.

Security Questions: Mother's Maiden Name: _____ First School Attended: _____

CUSTOMER INITIALS



2. Tax Reporting and Senior Public Figure (SPF) Information *(Must Complete)*

Tax Reporting Information

- I am a U.S. Person (a U.S. citizen or resident alien). My Social Security Number is : _____
- I am a Non-U.S. Person (a nonresident alien). My Foreign Tax Identification Number (FTIN) is : _____
- My status as a U.S. Person or non-U.S. Person has changed (I may be required to submit an updated U.S. tax certification [Form W-9¹](#) or [Form W-8BEN¹](#))

My country of tax reporting is _____ (If U.S. Citizen or resident alien, please complete [Form W-9¹](#)).

Important: Non-US Persons are generally subject to a 30% withholding tax on the amount of their withdrawal. A reduced rate may apply if you have provided a [Form W-8BEN¹](#) with a valid treaty claim with a country that provides for a lower withholding rate.

Senior Public Figure (SPF) Information

The definition of senior public figure encompasses both foreign and domestic senior public figures.

A senior public figure is a current or former:

- senior official in the executive, legislative, administrative, military or judicial branches of a government, whether elected or appointed, or paid or not; or
- senior official of a major political party; or
- senior executive of a government-owned or government-funded corporation, institution or charity.

Yes, I am a senior public figure ²

No, I am not a senior public figure

If Yes, what is your senior public figure office title? _____

If Yes, how long in this position? Up to 1 Year 1-5 years 5-10 years 10-20 years 20+ years

In addition, the definition of a senior public figure (SPF) includes the "close associates" and "immediate family members" of a senior public figure. A close associate is a person who is widely and publicly known to have a close association with a senior public figure. The immediate family members of a senior public figure include, for example, spouses, domestic partners, parents, siblings, children, step-children, the spouses of children, and a spouse's parents and siblings.

Yes, I am a close associate or related to a senior public figure

No, I am not a close associate or related to a senior public figure

If Yes, what is your relationship to the senior public figure? _____

1. IRS Form W-9 can be found online by visiting: <https://www.irs.gov/pub/irs-pdf/fw9.pdf> IRS Form W-8BEN can be found online by visiting <https://www.irs.gov/pub/irs-pdf/fw8ben.pdf>

2. Branch employees please submit the appropriate addendum

CUSTOMER INITIALS



3. Financial Information *(Must Complete)*

Deposit Information:

- I am depositing or intend to deposit \$1,000,000 (one million) or more with Citibank ²
- I am not depositing nor do I intend to deposit \$1,000,000 (one million) or more with Citibank

Wires:

- I may send or receive international wires
- I do not intend to send nor receive international wires

Source of Wealth

- Employment Investments Business Ownership Personal Real Estate
- Inheritance Government Loan, Grant, Sponsorship Home Maker Spouse, Parent, Partner
- Trust Fund Other _____

Employment Information

- Full time Part Time Self Employed Embassy/Consulate Not Employed (with income)
- Not Employed Public Assistance Retired Home Maker Not Previously Employed
- Student

If Full Time, Part Time, Self-Employed or Embassy/Consulate, please provide the following.

Your annual income: _____ Employer's country of headquarters _____

Your occupation and nature of your business/industry _____

Are you a business owner / self-employed individual?

- Yes, I am a business owner / self-employed individual
- No, I am not a business owner / self-employed individual

If "Yes" from which countries does your business derive revenue?

Country 1 _____ Country 2 _____ Country 3 _____

Employer/Business Name: _____

Start Date: _____ End Date: _____ (if less than two years, please provide Prior Employer Information)

Employer/Business Address:

Street Address: _____ Apt. Number: _____

City: _____ State: _____ Zip: _____ Country: _____

Employer/Business Phone Number: _____ Extension (if applicable): _____

Prior Employer Name: _____

Start Date: _____ End Date: _____

Street Address: _____ Apt. Number: _____

City: _____ State: _____ Zip: _____ Country: _____

Phone Number: _____ Extension (if applicable): _____

2. Branch employees please submit the appropriate addendum

CUSTOMER INITIALS

Citibank IRA Application



- To open a new Traditional or Roth IRA account, use this form. You may open only one IRA per application.
 - Your Plan will have a unique Plan Number which will be used as your IRA reference number for this and all future IRA transactions
- Non-spouse beneficiary(ies) please use the Beneficiary IRA application
- To open a SEP-IRA please use the SEP-IRA Employer and Employee application
- For contributions to an existing Citibank IRA, please use the Citibank IRA Contribution Form.
 - You may also use the last page of your most recent Year-End Summary Statement, or call Retirement Plan Services at 1-800-695-5911. Text telephone (TTY): 1-800-788-6775. To ensure quality service, calls are recorded.

You must complete **Sections 1-7** to avoid delays with your application process.

Please type "N/A" when not applicable.

1. Plan Type *(Must Complete)*

- Traditional IRA Roth IRA Rollover Traditional IRA Rollover Roth IRA

2. Contribution Type and Total Amount of Your Contribution *(Must Complete)*

Contributions made in a tax year are treated as a contribution for that tax year unless the client (participant) affirmatively and timely requests that the contribution be treated as a prior year contribution.

- Regular Contribution - Current Year: Year: 20_____ Current Tax Year \$ _____
- Regular Contribution- Prior Year: Year: 20_____ Prior Tax Year \$ _____

Trustee-to-Trustee Transfer Contribution (please see footnote#1 for more details)

Contribution Amount \$ _____

- Yes, Citibank, N.A. is to initiate a trustee-to-trustee transfer or direct rollover from another institution on my behalf.
- No, Citibank, N.A. is not to initiate a trustee-to-trustee transfer or direct rollover from another institution on my behalf.
- If "Yes", attach a Citibank IRA Transfer and Direct Rollover Form and a recent account statement from the other institution.
- If "No," please continue to Section 3

Rollover Contribution Distribution (please see footnote#2 for more details)

- Direct Rollover Late Direct Rollover 60 Day Rollover Late 60 Day Rollover

Plan type from which the distribution was made:

- Traditional IRA Roth IRA 401K ESOP Profit Sharing Plan Other _____

Distribution Amount \$ _____

Original Distribution and Rollover Contribution Amount _____

Original date that funds were distributed _____

Date funds were received _____

Recharacterization Contribution (please see footnote#3 for more details)

- From a Traditional IRA From a Roth IRA From a SEP-IRA

Amount \$ _____

Conversion Contribution (To a Roth IRA only, please see footnote#4 for more details)

Amount \$ _____

1. A Trustee-to-Trustee Transfer contribution occurs when retirement assets are transferred directly from one financial institution to another financial institution to like qualified plans.

2. The rollover must occur within 60 days of the date you received the funds. Please include a copy of your distribution confirmation statement if you are establishing a plan with funds you previously withdrew from an IRA, Roth IRA, Qualified Plan, or SEP-IRA. For more information please review <https://www.irs.gov/retirement-plans/accepting-late-rollover-contributions>

3. If you are recharacterizing a contribution from an existing Citibank Traditional IRA, Roth IRA, or SEP-IRA, please also attach a completed Citibank IRA and Roth IRA Withdrawal and Tax Withholding Election Form. A Roth IRA conversion made on or after January 1, 2018, cannot be re-characterized. For details, see "Recharacterizations" in Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs) <https://www.irs.gov/forms-pubs/about-publication-590-a>

4. If you are converting a contribution from an existing Citibank Traditional IRA or SEP-IRA, please also attach a completed Citibank IRA or Roth IRA Withdrawal and Tax Withholding Election Form.

CUSTOMER INITIALS



3. Source of Funds For This Account *(Must Complete)*

- Cash on hand
- Transfer from existing Citibank account
- Wages/Pensions/Social Security
- Sale of property
- Business ownership
- Inheritance
- Check Deposit
- Investments
- Other _____

4. Product Type *(Must Complete)*

Refer to your Citibank IRA Plan Documents. For Certificates of Deposit and Money Market Accounts, you will receive the rate in effect when Citibank receives your funds. Contribution amounts you list here cannot exceed the total contribution amount indicated in Section 2 and Section 5.

Certificate(s) of Deposit ("CD")

Term _____ Term _____ Term _____
 Amount \$ _____ Amount \$ _____ Amount \$ _____
(minimum deposit \$250) (minimum deposit \$250) (minimum deposit \$250)

Money Market Account

Amount \$ _____
(no minimum)

5. Contribution Method *(Must Complete)*

- a. **Check attached** (Check must be made payable to Citibank, N.A. or for trustee-to-trustee transfers/direct rollovers Citibank, N.A. as successor custodian)
- b. **Debit from a Citibank checking, savings or money market account:**
 - One time debit
Please deduct \$ _____ from my Citibank checking, savings or money market account # _____
(account must be in the same marketplace as your IRA, and must be linked to your Citibank® Debit Card)
 - Monthly debit (contributions are for the current year only and will be credited to an IRA plan)
Please deduct \$ _____ from my Citibank checking, savings or money market account # _____
(account must be in the same marketplace as your IRA, and must be linked to your Citibank® Debit Card) on the _____ day of each month, beginning with the month of _____.

CUSTOMER INITIALS



6. Beneficiary Designation

Naming a Beneficiary

- You may designate up to ten (10) primary beneficiaries and ten (10) contingent beneficiaries per plan (Please attach a separate form with the additional beneficiaries and/or contingent if more than six).
- If you do not designate a beneficiary, your estate will be your beneficiary.
- The beneficiaries designated here will be the beneficiaries of the entire IRA you are currently opening. You cannot designate a beneficiary for a particular product type within an IRA, Roth IRA, or SEP-IRA. The name of the person designated will govern, not the relationship.
- If you designate more than one primary beneficiary, the proceeds will be distributed equally among the designated beneficiaries unless you indicate the share percentage for each. Any contingent beneficiary you name will receive proceeds only if all your primary beneficiaries are deceased. If you designate more than one contingent beneficiary, the proceeds will be distributed equally among the survivors unless you indicate the share percentage for each.

Primary Beneficiary(ies)

Name _____

Address _____

Relationship _____ Date of Birth _____ Social Security Number _____ Share % _____

Name _____

Address _____

Relationship _____ Date of Birth _____ Social Security Number _____ Share % _____

Name _____

Address _____

Relationship _____ Date of Birth _____ Social Security Number _____ Share % _____

Contingent Beneficiary(ies)

Name _____

Address _____

Relationship _____ Date of Birth _____ Social Security Number _____ Share % _____

Name _____

Address _____

Relationship _____ Date of Birth _____ Social Security Number _____ Share % _____

Name _____

Address _____

Relationship _____ Date of Birth _____ Social Security Number _____ Share % _____

CUSTOMER INITIALS



7. Acceptance (please read this section carefully, and sign and date below)

By signing below, I authorize, certify and/or acknowledge that:

- I have read and understand all the information provided and as outlined in this form;
- I have read the Citibank IRA Disclosure Statement and Custodial Agreement. I affirm that I am eligible to set up a Traditional IRA or Roth IRA. I accept the terms of the applicable Citibank Traditional IRA or Roth IRA Custodial Agreement and I appoint Citibank, N.A. to be custodian of my Citibank Traditional IRA or Roth IRA;
- I have received, read and agree to the rules of the account selected on the previous page, and I have been advised of the applicable early withdrawal penalties;
- Any election to have a contribution treated as a Rollover cannot be revoked;
- The contribution is made for the tax year(s) indicated;
- Money market accounts and CDs are deposits of Citibank, N.A.;
- For Money market accounts and CDs I will receive the interest rate in effect when Citibank receives my funds;
- During this application process, Citibank may verify my identity using commercially available databases containing information from public records, other financial institutions and consumer reporting agencies.

This form must be received within 90 days of the date of the signature. If the form is received after 90 days of dated signature, Citibank will request a new form to be completed.

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Branch No. / Office Location: _____

SOEID: _____

Governing State: _____
(For accounts opened in Branch, list the state in which the opening Branch is located.)

Date of Application: _____

Trans Union Verification Results: _____

Mitigation Selected: _____

Authentication Details for Existing Customer: _____

Source of Customer: _____

Customer IDs:

First (Type of ID): _____

ID#: _____

Issuance date: _____

Expiration Date: _____

Issue State if Driver license: _____

Second (Type of ID): _____

Type: Citi Blue Citigold Citi Priority Citi Private Bank Managed Accounts

Please check here if address verification was performed and it matches the client's address on the application.

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