



IRA DISTRIBUTION FORM

SECTION 1: Account Information

Account Number

Owner's Name (Last, First, Middle Initial)

Owner's Social Security Number Date of Birth (MM/DD/YY)

Address of Residence - P.O. Box is not accepted

City, State, Zip Code

Mailing Address - If different from above (P.O. Boxes accepted)

City, State, Zip Code

() () Day Phone Evening Phone

E-mail Address

SECTION 2: Account Type

- Traditional IRA SEP IRA Simple IRA Roth IRA

SECTION 3: Reason for Distribution

Check one:

- Normal Distribution - I am over the age 59½.
Early Distribution - I am under age 59½. I understand the IRS 10% premature distribution penalty tax may be imposed on this payment.

For Simple IRA's please answer the following: What was the date of the first contribution to your Simple IRA?

- Required Minimum Distribution (for Traditional IRA owners age 70½ and over and death beneficiaries):
Please calculate my minimum distribution based on my age, account balance, and the applicable life expectancy divisor using the IRS Uniform Table.
I have calculated the amount of my required distributions from all of my traditional IRAs and request a distribution of the amount listed in Section 4.
My beneficiary is my spouse who is more than ten (10) years younger than I am. Please use the Joint Life Expectancy Table to calculate my minimum distribution using our joint ages.
This is a minimum distribution due to the death of the IRA owner. I am the beneficiary and would like to take the minimum distribution amount based on the IRS Single Life Expectancy Table. My date of birth is ___/___/_____.
Removal of excess contribution plus earnings BEFORE my tax filing deadline.
Date the contribution was made? _____
Removal of excess contribution plus earnings AFTER my tax filing deadline.
Which tax year was the contribution made? _____
This distribution is intended to qualify as a "substantially equal payment" under Section 72(t) of the Internal Revenue Code.

SECTION 3: Reason for Distribution (continued)

- Qualified first time home buyer
Qualified medical expenses
Qualified higher education expenses
IRS Levy
Disability
Convert my Traditional IRA to a Roth IRA
Please establish a new Roth IRA (A new Roth IRA application is completed and enclosed)
Please transfer to my existing Roth IRA account:

Fund Name

Account Number

- Recharacterize my Contribution from my Roth IRA Account.
What tax year was the contribution made? _____
Please establish a new Traditional IRA (A new Traditional IRA application is completed and enclosed)
Please transfer to my existing Traditional IRA account:

Fund Name

Account Number

- Recharacterize my Conversion for tax year _____
Please establish a new Traditional IRA (A new Traditional IRA application is completed and enclosed)
Please transfer to my existing Traditional IRA account:

Fund Name

Account Number

All shares will be recharacterized unless you enter a specific dollar amount in Section 4.

The proper documentation must be received or attached for the following distribution types before the request will be processed. All legal documents must be certified copies.

- Divorce or Legal Separation (a divorce certificate or qualified domestic relations order must be provided)
Death (for 1st time distributions a certified copy of the death certificate must be provided along with a new application or W-9)

SECTION 4: Distribution Amount

- I am withdrawing the total value of this account from all Funds
- I am making a partial withdrawal from this account and the following Fund(s):

Fund Name	Amount
Mid Cap Fund	\$ _____
Small Company Fund	\$ _____
International Equity Fund	\$ _____
Total Amount	\$ _____

SECTION 5: Tax Withholding Election

Please read the WITHHOLDING NOTICE INFORMATION in Section 12 before making your selection below.

- I do **NOT** want Federal Income Tax withheld from my distribution(s).
- I **DO** want Federal Income Tax withheld from my distribution(s). Ten percent (10%) of the distribution will be withheld. If you want a percentage other than 10% withheld, please indicate percentage _____ % or actual \$ _____.

SECTION 6: Payee

- Account Owner
- Beneficiary

Name _____ Social Security Number _____

- 3rd Party*

Name _____ Social Security Number _____

* A **Medallion Signature Guarantee** is required to send assets to an address or bank other than the one listed on record.

SECTION 7: Payment Instructions

- Mail a check to my address of record.
- Mail a check to an alternate address.*

*Address _____

City, State, Zip Code _____

- Purchase into an existing non-retirement mutual fund account #:

Account Number _____

Fund Name	Amount
Mid Cap Fund	\$ _____
Small Company Fund	\$ _____
International Equity Fund	\$ _____
Total Amount	\$ _____

SECTION 7: Payment Instructions (continued)

- Purchase into a new non-retirement mutual fund account (include a completed new account application)
- Send by ACH Transfer or Wire Transfer to my existing bank instructions on file.
- Send by ACH Transfer or Wire Transfer to my new bank instructions listed in Section 9.*

* A **Medallion Signature Guarantee** is required to send assets to an address or bank other than the one listed on record.

SECTION 8: Systematic Withdrawal Plan

- I wish to receive regular cash payments from my IRA.
- I wish to receive regular cash payments from my IRA for only Required Minimum Distribution.

A systematic withdrawal plan automatically withdraws money from this account on a monthly, quarterly, or annual basis. Please complete this section if you would like to establish a systematic withdrawal plan. There is a \$100 requirement per payment period per fund except for required distribution amounts.

Fund Name	Amount
Mid Cap Fund	\$ _____
Small Company Fund	\$ _____
International Equity Fund	\$ _____
Total Amount	\$ _____

How often would you like automatic withdrawals?

- Monthly
- Quarterly
- Annually

On or about which date? (e.g., 2nd, 15th) _____

If no date is specified, withdrawals will be made on or about the 21st of the month.

Money is to be sent by: ACH Check or Cross-Invest

Fund Name _____

Account Number _____

- Please provide **bank information** in Section 9, if applicable.
- To establish systematic withdrawals, you need a minimum of \$10,000 in your account.

SECTION 9: Bank Information

Please provide bank information if you are establishing a systematic withdrawal plan or if you are sending money by ACH or wire to bank instructions not on file.

Account type: Checking Savings

Name on Bank Account _____

Bank Name _____

ABA Routing Number (First 9 digits at the bottom of the check or deposit slip) _____

Bank Account Number (Second set of numbers at the bottom of check or deposit slip) _____

months or lead to your death. You may be required to furnish proof of disability, in a form acceptable to the Trustee or Custodian, verifying your ability to use this distribution penalty exception. Disability distributions are reported on IRS Form 1099R using Code 3 or Code T for Roth IRAs, unless they are qualified distributions.

Death.

If you are requesting a distribution as a beneficiary, the Trustee or Custodian may require you to furnish proof of death, in a form acceptable to the Trustee or Custodian, to verify your entitlement to receive the distribution. This verification should be used by surviving spouse beneficiaries electing to treat the IRA as their own. For Traditional and Simple IRAs, death distributions are reported on IRS Form 1099R using Code 4. Use Code G (with Code 4) for a surviving spouse who elects a direct rollover to a qualified plan. Use Code T for Roth IRAs, unless they are qualified distributions.

Normal Distribution.

If you are over age 59½, you may take IRA distributions any time you wish without incurring an IRS early distribution penalty. Normal distributions are reported on IRS Form 1099R using Code 7 or Code T for Roth IRAs, unless they are qualified distributions.

You are required to take a minimum distribution from your IRA by April 1 of the year following the year you attain age 70½ (required beginning date) and the end of that year and of each year thereafter. The minimum distribution for any taxable year is equal to the amount obtained by dividing the account balance at the end of the preceding year by the appropriate life expectancy factor. Waiting until April 1 of the following year will require you to take a second payment that year so you may want to indicate for which tax year the required minimum distribution is for, so you do not miss a payment.

Excess Contribution Removal.

If you have made an excess contribution to your IRA, you must take the appropriate steps to remove or redesignate the distribution. Depending upon when you take the necessary corrective action and the amount of the excess contribution, you may have to pay the IRS either an excess contribution or early distribution penalty tax, or both. Code 1, 8, P or J (or a combination of these codes) will be applicable on IRS Form 1099R depending on the timing of the removal.

Direct Rollover to Employer Plan for Traditional or Simple IRAs.

If you qualify, you may roll over taxable IRA assets to your employer's qualified plan, 403(a) annuity plan, 403(b) tax-sheltered annuity, or governmental 457(b) plan. The rules governing rollovers are very complex. You are advised to seek a competent tax advisor if you have any questions regarding your eligibility to complete a rollover. A direct rollover to an employer's qualified plan, 403(a), 403(b), or governmental 457(b) plan is reported on IRS Form 1099R using Code G.

Early SIMPLE IRA Distribution.

You may take a distribution from a SIMPLE IRA at any time. However, if you are under age 59½, distributions taken from your SIMPLE IRA during the first two years following the date you first participated in your employer's SIMPLE plan are generally subject to a 25 percent early distribution penalty. An early SIMPLE IRA distribution is reported on IRS Form 1099R using Code S.

WITHHOLDING NOTICE INFORMATION

(Form W 4P/OMB No. 1545 0415)

Basic Information about Withholding From Pensions and Annuities.

Generally, Federal income tax withholding applies to payments made from pension, profit sharing, stock bonus, annuity and certain deferred compensation plans, IRAs, and commercial annuities.

Purpose of Form W 4P.

Unless you elect otherwise, Federal income tax will be withheld from payments from Individual Retirement Accounts (IRAs). You can use Form W 4P, or a substitute form, such as that contained on this form, furnished by the Trustee or Custodian, to instruct your Trustee or Custodian to withhold no tax from your IRA payments (or to revoke this election). This substitute form should be used only for distributions from IRAs which are payable upon demand.

Nonperiodic Payments.

Payments from IRAs that are payable upon demand are treated as nonperiodic payments for Federal income tax purposes. Generally, nonperiodic payments must have income tax withheld at a rate not less than 10 percent. However, qualified distributions from a Roth IRA are nontaxable and, therefore not subject to withholding.

You can elect to have no income tax withheld from a nonperiodic payment (IRA payment) by filing Form W 4P or a substitute form with the Trustee or Custodian and checking the appropriate box on that form. Your election will remain in effect for any subsequent distribution unless you change or revoke it.

A U.S. citizen or resident alien may not waive withholding on any distribution delivered outside of the U.S. or its possessions. Distributions to a nonresident alien are generally subject to a tax-withholding rate of 30 percent. A reduced withholding rate, including exemption, may apply if there is a tax treaty between the nonresident alien's country of residence and the United States, and the nonresident alien submits Form W8-BEN, Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding, or satisfies the documentation requirements as provided under the regulations.

For more information, please see Publication 505, Tax Withholding and Estimated Tax, and Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities, available from most IRS offices.

Caution: Remember that there are penalties for not paying enough tax during the year, through either withholding or estimated tax payments. New retirees should see Publication 505. It explains the estimated tax requirements and penalties in detail. You may be able to avoid quarterly estimated tax payments by having enough tax withheld from your IRA using Form W 4P.

Revoking the Exemption from Withholding.

If you want to revoke your previously filed exemption from withholding, file another Form W 4P with the Trustee or Custodian and check the appropriate box on that form.

Statement Of Income Tax Withheld From Your IRA.

By January 31 of next year, you will receive a statement from your Trustee or Custodian showing the total amount of your IRA payments and the total Federal income tax withheld during the year. Copies of Form W 4P will not be sent to the IRS by the Trustee or Custodian.

SIGNATURES

Your signature is required to certify that the information you have provided is true and correct and that you are aware of all the circumstances affecting this IRA withdrawal.

Please mail completed form to:

Mailing Address

Brown Capital Management Funds
P.O. Box 1466
Denver, CO 80201

Overnight Address

Brown Capital Management Funds
1290 Broadway, Suite 1100
Denver, CO 80203

If you have any questions, please contact an Investor Service Representative at 1-877-892-4BCM (4226) or visit www.browncapital.com.