



Financial Services

TIAA-CREF BROKERAGE SERVICES  
**AUTOMATED CLEARING HOUSE (ACH)**  
AUTHORIZATION AGREEMENT

Page 1 of 3

Please complete this form to set up electronic transfer of funds between your brokerage account and your bank/credit union account.

**QUESTIONS?** Please call **800 927-3059** Monday – Friday, 8 a.m. – 7 p.m. (ET) for assistance.

**I. BROKERAGE ACCOUNT INFORMATION**

Brokerage Account Registration/Name(s) (as it appears on your statement)

Brokerage Account Number

Social Security Number



PCPRACH

**II. BANK/CREDIT UNION ACCOUNT INFORMATION**

**BANK ACCOUNT TYPE:**

☐

Checking<sup>1</sup>

☐

Savings<sup>2</sup>

**Note:** This section must be completed in its entirety and match the preprinted voided check/bank information letter. Not completing this section or not providing a preprinted voided check/bank information letter will cause delays in your request.

Bank/Credit Union Account Registration/Name(s) (as it appears on your bank statement)

ACH Bank Routing/ABA Number

Checking or Savings Account Number

Bank/Credit Union Name

State

Zip Code

<sup>1</sup> For Checking Account - attach an original preprinted voided check. (No starter or counter checks).

<sup>2</sup> For Savings Accounts - Letter of Instruction on bank letterhead signed by a bank officer.

Bank Letter of Instruction must include:

- Bank Account Registration/Owner's Name(s)
- Bank Account Number
- ACH Bank Routing/ABA Number
- Bank Officer must sign the letter
- Bank Officer's signature must be notarized by a different notary officer





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Page 2 of 3

### III. ACH INSTRUCTION

- ☐ New Instructions (Authorizing TIAA-CREF to add ACH instructions to my brokerage account)
- ☐ Replace Existing Instructions (Cancel all previous ACH instructions on my brokerage account and replace with this bank instruction)

### IV. ACH REQUEST TYPE

- ☐ On Request (Check here if you would like the option of using this bank information to request funds to and from your brokerage account at any time in the future.)

#### ACH CONTRIBUTION TYPE: (Daily limit – \$50,000)

**Note:** All contributions to your Brokerage IRA will be reflected as current year contributions.

Amount (Whole dollars only, \$100 minimum)

- ☐ One Time contribution to brokerage account (This will occur immediately) \$
- ☐ Scheduled contributions to brokerage account (Check here and skip to Section V)
- ☐ Schedule purchase of mutual funds (AIP) (Check here and skip to Section V)

(ACH is contingent upon the execution of scheduled purchase of mutual funds and will occur 3 business days prior to AIP purchase. AIP Application must be on file or attached.)

#### ACH DISTRIBUTION TYPE: (Daily limit – \$100,000)

**Note:** All distributions from your brokerage retirement account requires a TIAA-CREF IRA Distribution form attached.

Amount (Whole dollars only, \$100 minimum)

- ☐ One Time distribution to your bank account (This will occur immediately) \$
- ☐ Scheduled distributions to bank account (Check here and skip to Section V)
- ☐ Income distributions to bank account

**Note:** Income distribution represents cash dividends and interest paid from your investments within your Brokerage account. This will occur on the first business day of each month unless otherwise indicated in Section V.

### V. FREQUENCY AND AMOUNT (ONLY REQUIRED FOR SCHEDULED CONTRIBUTIONS AND DISTRIBUTIONS)

**Note:** If your start date falls on a weekend or a holiday, the ACH request will be processed on the next business day. If we are unable to process your request by your requested start date, your ACH request will be processed on the next scheduled date.

Please allow 5 – 7 business days for ACH profile to be set up before the first transaction can take place.

- ☐ Semi-Monthly    ☐ Monthly    ☐ Bi-Monthly (every other month)
- ☐ Quarterly    ☐ Semi-Annually    ☐ Annually

Amount (Whole dollars only, \$100 minimum)

\$

Start Date (mm/dd/yyyy)

/  /





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Page 3 of 3

## VI. AGREEMENT AND SIGNATURE

I/We hereby authorize Pershing LLC, through TIAA-CREF Individual & Institutional Services, LLC (TIAA-CREF), to initiate credit/debit entries to the bank account indicated above and further authorize my (our) Bank to debit the same to such account. This authority is to remain in full force and effect until Pershing and TIAA-CREF have received notification from me (or either of us) of its termination in such time and in such manner as to afford Pershing, TIAA-CREF, and my (our) Bank a reasonable opportunity to act on it. It is understood that if the scheduled purchase of mutual funds is selected as a contribution type, this agreement authorizes payment for purchasing securities through my financial organization via the Automatic Investment Plan.

**Note:** All owner(s)/trustee(s) of both the Bank account and the Brokerage account must sign this form.

ACH instructions must be for your personal bank account where you are one of the named owners on the bank account. If the bank account registration/name(s) are different than the Brokerage account registration/name(s), all signatures must be notarized. ACH is not permitted to a third-party account.

1.

Print Name

Signature

Date

2.

Print Name

Signature

Date

3.

Print Name

Signature

Date

4.

Print Name

Signature

Date

## NOTARY PUBLIC CERTIFICATION - TO BE COMPLETED BY NOTARY OFFICER

Print here all names of the signature(s) that you are notarizing

1.

2.

3.

4.

On the date noted below the subscriber known to me to be the person(s) described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed the same.

Notary Public's Name (Please Print)

Notary Public's Signature

State

County

Expiration Date (mm/dd/yyyy)

 /  / 

Today's Date (mm/dd/yyyy)

 /  / 

In this space, the Notary Public must provide his/her notarial number and the date the appointment expires. Provide the notarial seal if outside New York state.

