



Regular mail:  
ESG Managers® Portfolios  
PO Box 55389  
Boston MA 02205-5389

Overnight mail:  
ESG Managers® Portfolios  
c/o BFDS  
30 Dan Road, Suite #55389  
Canton, MA 02021-2809  
Telephone: 888.374.8920

## Recharacterization Form (External)

Use this form to recharacterize a conversion or contribution between a Roth and Traditional IRA between two different financial institutions. If you have any questions, please call 888.374.8920 between 8AM and 6PM ET M-F.

### 1. Personal Information

Name (please print name exactly as it appears on your current IRA account)		Social Security/Tax ID No.	
Mailing Address	City	State	Zip Code
Birthdate (mm/dd/yyyy)		Contact Telephone	

☐ Check here if contact information above is new.

### 2. Instructions to the Current Custodian or Trustee:

☐ Recharacterize the indicated conversion contribution plus allocable earnings from my Roth IRA to a Traditional IRA

Date of Conversion: \_\_\_\_\_ Dollar Amount Converted: \$ \_\_\_\_\_

Deposit into Fund: \_\_\_\_\_ Current Account No: \_\_\_\_\_

☐ Recharacterize the indicated annual contribution plus allocable earnings from (Check the appropriate box)

☐ Roth IRA to a Traditional IRA

☐ Traditional IRA to a Roth IRA

Date of Contribution: \_\_\_\_\_ Dollar Amount Contributed: \$ \_\_\_\_\_

Deposit into Fund: \_\_\_\_\_ Current Account No : \_\_\_\_\_

### 3. Current Custodian Information

Name of current Custodian or Agent			
Mailing Address of current Custodian or Agent	City	State	Zip Code
( )			
Contact Telephone of Custodian			

Please recharacterize the following investments to State Street Bank & Trust Company as custodian for my ESG Managers® Roth or Traditional IRA.

1. \_\_\_\_\_  
Fund Name or Type of Investment to be recharacterized.

Account Number for Investment 1 ☐ Roth IRA ☐ Traditional IRA

For Certificate of Deposits ☐ Immediately ☐ At Maturity \_\_\_\_\_

Date

2.

Fund Name or Type of Investment to be recharacterized.

Account Number for Investment 2

☐ Roth IRA ☐ Traditional IRAFor Certificate of Deposits ☐ Immediately ☐ At Maturity \_\_\_\_\_

Date

*I authorize the above custodian of my Roth and/or Traditional IRA to liquidate the account(s) indicated for the purpose of recharacterizing them as instructed above to the indicated IRA with the ESG Managers® Portfolios. I authorize my current custodian to issue a check payable to ESG Managers® Portfolios for the benefit of my ESG Managers® Roth or Traditional IRA. I understand it is my responsibility to assure the prompt recharacterization of assets by the current custodian. I agree that I am solely responsible for all tax consequences of this recharacterization. I authorize ESG Managers® Portfolios and State Street Bank & Trust Company to process this request on my behalf.*

Signature of IRA Participant

Date

Medallion Signature Guarantee (if required by your current custodian): An eligible guarantor is a domestic bank or trust company, securities broker/dealer, clearing agency or savings association that participates in a medallion program recognized by the Securities Transfer Agents Association. The three recognized medallion programs are the Securities Transfer Agents Medallion Program (known as STAMP), Stock Exchanges Medallion Program (SEMP), and the Medallion Signature Program (MSP). A notarization from a notary public is NOT an acceptable substitute for a signature guarantee.

**Medallion Signature Guarantee**

### Instructions to Resigning Custodian/Transfer Agent.

Please liquidate the Participant's account as specified in Section 3. Issue a check payable as indicated below and mail along with any other instructions to the applicable address below.

**Issue check payable to:** State Street Bank & Trust Company as Custodian for the ESG Managers® IRA

FBO \_\_\_\_\_ Account #: \_\_\_\_\_

**First Class Mail:**

ESG Managers® Portfolios  
PO Box 55389  
Boston MA 02205-5389

**Overnight Courier:**

ESG Managers® Portfolios  
c/o BFDS  
30 Dan Road Suite #55389  
Canton MA 02021-2809  
Phone: 888.374.8920

### Acceptance by State Street Bank & Trust Company as Custodian.

State Street Bank & Trust Company as custodian for ESG Managers® Portfolios has established an IRA as indicated for the above named shareholder and will accept the assets as a Recharacterization Contribution into the IRA. If the above referenced account(s) is not an appropriate IRA for recharacterization, please do not process this request but return it to the shareholder.

Accepted by State Street Bank & Trust Company as Custodian for ESG Managers® Portfolios.

Authorized Representative of State Street Bank &amp; Trust Company

Date

RCFE-ESGM-2012