



# Standing Payment Instructions— 529 College Savings Plan

Use this form to establish or change standing payment instructions to send distributions to a third party for the benefit of the beneficiary of your 529 College Savings Plan account for qualified education expenses. Establishing standing payment instructions will allow the participant to request payments by phone to the requested third party. Type on screen or print out and fill in using CAPITAL letters and black ink. If you need more room for information or signatures, make a copy of the relevant page.

## Helpful to Know

- Payments to an eligible educational institution must be sent by check only. Complete Section 2 to provide standing check payment instructions.
- EFT is not available to send funds to an eligible educational institution, but it may be used to send funds to the beneficiary's or another third party's bank account. Complete Section 3 to provide standing EFT instructions.
- Payments via EFT may take 4–5 business days to establish EFT standing instructions.
- It is your responsibility to ensure that your withdrawals comply with IRS requirements. Non-qualified withdrawals could trigger IRS fees or penalties. At the end of each tax year, Fidelity will send a 1099-Q to the IRS, and to the participant or beneficiary, reporting any withdrawals. You may want to consult a tax advisor.
- If a 529 plan account was established under the Uniform Gifts to Minors Act or Uniform Transfers to Minors Act (UGMA/UTMA), the account assets belong to the minor/beneficiary and may only be used for the benefit of the minor/beneficiary.

## 1. Participant (Owner)/Authorized Individual

Provide all information requested.	Name/Trust Name		Social Security or Taxpayer ID Number	
Phone number may be used to contact you if there is a question about this request.	Daytime Phone	Extension	<input type="checkbox"/> Use this number to update the daytime phone number on this account.	
List the account you want the standing payment instructions applied to.	Account Number			
Beneficiary Name Student Information				

## 2. Standing Check Payment Instructions

Standing Check Payment Instructions allow you to request that a check be paid and mailed as listed below.

### Payee #1

- Check one.
- ☐ Establish new instructions
- ☐ Change existing instructions

Institution Name		Beneficiary Name For Benefit Of	
Attention			
Address Line 1			
Address Line 2			
City	State/Province	ZIP/Postal Code	Country

Standing Check Payment Instructions continues on next page. ►►

## 2. Standing Check Payment Instructions, continued

Information provided in this field will print on the check but will not appear visible in the window of the envelope. ▶

Check Stub Information will only print on the check stub. ▶

Student ID Required Maximum 25 characters
Check Stub Information Maximum 100 characters

## Payee #2

- Check one. ☐ Establish new instructions  
☐ Change existing instructions

Information provided in this field will print on the check but will not appear visible in the window of the envelope. ▶

Check Stub Information will only print on the check stub. ▶

Institution Name		Beneficiary Name For Benefit Of	
Attention			
Address Line 1			
Address Line 2			
City	State/Province	ZIP/Postal Code	Country
Student ID Required Maximum 25 characters			
Check Stub Information Maximum 100 characters			

## 3. Standing EFT Instructions

Provide bank account information to set up the EFT feature to send funds electronically to the beneficiary's bank account or to another third party's bank account to pay for qualified education expenses. This feature should be used for disbursements from the account. These instructions will be separate from any other EFT instructions you have on file.

See "Important Information About Electronic Funds Transfer (EFT)" at the end of this application.

- ☐ Establish new instructions  
☐ Change existing instructions

Check ONLY one.

### Bank Account

- ☐ Checking ☐ Savings

Bank Routing/ABA Number	Bank Name
Checking or Savings Account Number	Checking or Savings Account Owner Name

Form continues on next page. ▶▶

## 4. Signature and Date *Participant/Authorized Individual must sign and date.*

By signing below, you:

- Authorize and direct Fidelity to act on the instructions denoted above on the account indicated, at such time and in such manner based on instructions received either in person or through a verified telephone communication from you.
- Understand that if this 529 plan account was established as an UGMA/UTMA 529 account, the account assets belong to the minor/beneficiary and may only be used for the benefit of the minor/beneficiary.
- Accept that Fidelity is not responsible for changes in the value of assets that may occur during the distribution process.
- Understand that 529 college savings plans are intended to be used for qualified higher education expenses. Any distributions not used to pay for qualified higher education expenses may be subject to federal income taxes and a 10% federal penalty tax. For distributions sent to the beneficiary or directly to an eligible educational institution, Fidelity will send out IRS Form 1099-Q to the beneficiary, who will be considered the recipient of the money for tax purposes. For all other distributions, the participant will be considered to have received the money and will be sent a Form 1099-Q. It is the responsibility of the participant to prove that the distribution was used for qualified higher education expenses. Please consult a tax professional regarding your specific circumstances.
- Certify that all information provided in this form is true, accurate, and complete.
- Indemnify the plan and Fidelity, its agents, successors, affiliates, and employees from any liability in the event you fail to meet the IRS requirements.
- Understand that this standing instruction does not permit any withdrawals of \$100,000 or more. For withdrawals exceeding \$100,000, a separate distribution form will need to be completed and include a Medallion signature guarantee.
- Indemnify the plan and Fidelity, its agents, successors, affiliates, and employees from any liability related to this withdrawal.
- Authorize and request the bank named in Section 3 of this form, or the bank specified in your existing instructions, to accept debit entries initiated by Fidelity in such account and to debit the same account without responsibility for the appropriateness or for the existence of any further authorization.
- Acknowledge that you have read and agree to the Important Information About Electronic Funds Transfer ("EFT") document, if you have elected to use EFT.
- Understand that Fidelity may purge unused EFT instructions from your account on a periodic basis without notice to you.
- Understand that Fidelity may terminate the EFT instructions from your account at any time in its sole discretion.

### *Customers requesting EFTs:*

- Authorize and request Fidelity to make EFT withdrawals from the account listed in this form by initiating debit entries to the account indicated on this form.

### **A Medallion signature guarantee is required to establish standing EFT instructions.**

You can get a Medallion signature guarantee from most banks, credit unions, and other financial institutions. If the form is completed at a Fidelity Investor Center with all signers present, the Medallion signature guarantee is not required. **A notary seal/stamp is NOT a Medallion signature guarantee.**

PRINT PARTICIPANT/AUTHORIZED INDIVIDUAL NAME	
PARTICIPANT/AUTHORIZED INDIVIDUAL SIGNATURE	
SIGN	X
DATE MM/DD/YYYY	
DATE	X

▼ MEDALLION SIGNATURE GUARANTEE ▼

#### **Did you sign the form?**

Send the ENTIRE form and any attachments to Fidelity Investments.

**Questions?** Go to [Fidelity.com/college](https://www.fidelity.com/college) or call 800-544-1914.

#### **Regular mail**

Fidelity Investments  
Attn: CPSC  
PO Box 770001  
Cincinnati, OH 45277-0015

#### **Overnight mail**

Fidelity Investments  
Attn: CPSC  
100 Crosby Parkway KC1K  
Covington, KY 41015

*On this form, "Fidelity" means Fidelity Brokerage Services LLC and its affiliates. Brokerage services are provided by Fidelity Brokerage Services LLC, Member NYSE, SIPC. 633060.7.0 (06/20)*

# Important Information about Electronic Funds Transfer (EFT)

*Keep this information for your records.*

## Privacy Statement

You understand that Fidelity will disclose information to third parties about your account or the transfers you make:

- (i) Where it is necessary for completing transfers, or
- (ii) In order to verify the existence and condition of your account for a third party, such as a credit bureau or merchant, or
- (iii) In order to comply with a government agency or court order, or
- (iv) If you give Fidelity your written permission, or
- (v) For other purposes in accordance with Fidelity's privacy statement

## Fees

There is no fee to use the EFT service, although your financial institution may charge transaction fees.

## Limitations for EFTs

There may be a four-day period after Fidelity processes your request to establish EFT, during which the service will be unavailable to transfer funds to or from your bank account. The minimum amount for EFTs initiated on *Fidelity.com* is \$10 (or with respect to a Fidelity mutual fund account, the fund minimum). In most cases, EFTs initiated on *Fidelity.com* are subject to a maximum cumulative daily amount of \$100,000 for transfers out of your Fidelity account, and \$250,000 for deposits into your Fidelity account. Transfers out of your Fidelity account initiated on *Fidelity.com* are typically limited to three per day.

## Brokerage Account Minimum Balances

There is no minimum account balance to process an EFT transaction; however, your core account must have adequate funds to cover a redemption.

## Mutual Fund Account Minimum Balances

There is no minimum account balance to process an EFT transaction; however, you must have an adequate balance in your mutual fund position to cover a redemption.

## Business Days

For purposes of EFTs, Fidelity's business days are Monday through Friday. Bank and New York Stock Exchange holidays are not included.

## Documentation Periodic Statement

You will receive a monthly account statement from Fidelity, unless there are no transactions in a particular month. In any case, you will receive a statement quarterly.

## Direct Deposits

If you have arranged to have direct deposits made to your Fidelity Account or Fidelity Mutual Fund Account, at least once every sixty (60) days from the same person or company, you can call Fidelity at 800-343-3548 to find out whether or not the deposit has been made.

## Special Disclosure for Covered Transfers

In general, your use of the EFT service for transfer of funds electronically other than those for which the primary purpose is the purchase or sale of securities ("Covered Transfers") is covered under the Electronic Funds Transfer Act and the Bureau of Consumer Financial Protection's Regulation E and related laws and regulations. The following terms and disclosures apply to Covered Transfers:

### Unauthorized Transfers

You will tell Fidelity promptly if you believe your password has been lost or stolen or may have been used without your permission. Telephoning Fidelity at the number listed below is the best way of keeping your possible losses down. If you believe your password has been lost or stolen, and you tell Fidelity within two (2) business days after you learn of the loss or theft, you can lose not more than \$50 for Covered Transfers if someone used your password without your permission. If you do NOT tell Fidelity within two (2) business days after you learn of the loss or theft of your password, and Fidelity can prove Fidelity could have prevented any unauthorized use if you had told Fidelity, you could lose as much as \$500. Also, if your statement shows Covered Transfers that you did not make, you will tell Fidelity promptly. If you do not tell Fidelity within sixty (60) days after the first statement was mailed to you, you may not get back any money you lost after sixty (60) days if Fidelity can prove that Fidelity could have stopped someone from taking the money if you had told Fidelity in time. In extenuating circumstances, Fidelity may extend such time periods. Additional protection may be available from Fidelity for specific accounts under certain circumstances.

### Stop Payment Procedures

If you have told Fidelity in advance to make regular Covered Transfers out of your Fidelity account, you can stop any of these payments. Here's how: you can call or write to Fidelity using the contact information listed below. Your notice must be made in time for Fidelity to receive your request at least three (3) business days or more before the payment is scheduled to be made. If you call, Fidelity may, as an additional measure, require you to put your request in writing and get it to Fidelity within fourteen (14) days after you call. **Unless otherwise provided, you may not stop payment of electronic funds transfers; therefore, you should not employ electronic access for purchases or services unless you are satisfied that you will not need to stop payment.**

### Fidelity's Liability for Failure to Make Covered Transfers

If Fidelity does not complete a Covered Transfer to or from your Fidelity account on time or in the correct amount according to Fidelity's agreement with you, Fidelity may be liable for your losses or damages.

However, there are some exceptions. Fidelity will not be liable for instance:

- If, through no fault of Fidelity's, you do not have enough money in your Fidelity account to make the Covered Transfer.
- If the money in your Fidelity account is subject to legal process or other claim restricting such transfer.
- If the transfer would exceed your margin availability, if any.
- If the bank account information you provided to Fidelity when you established the EFT service was incorrect or has subsequently become incorrect.
- If circumstances beyond Fidelity's control (such as fire or flood) prevent the transaction, despite reasonable precautions taken by Fidelity.
- If there was a technical malfunction which was known to you at the time you attempted to initiate a Covered Transfer or, in the case of a preauthorized Covered Transfer, at the time the transfer should have occurred.
- There may be other exceptions stated in our agreement with you.

### Error Resolution

In the case of errors or questions about your Covered Transfers, you will call or write Fidelity using the contact information listed below, promptly. You will call or write Fidelity if you think your statement is wrong or if you need more information about a Covered Transfer on the statement. **Fidelity must hear from you no later than sixty (60) days after Fidelity sent the FIRST statement on which the problem or error appeared.** You will:

- Tell Fidelity your name and account number.
- Describe the error or the Covered Transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell Fidelity the dollar amount of the suspected error.

If you notify Fidelity orally, Fidelity may require that you send your complaint or question in writing within ten (10) business days. Fidelity will tell you the results of its investigation within ten (10) business days after Fidelity hears from you and will correct any error promptly. If Fidelity needs more time, however, it may take up to forty-five (45) days to investigate your complaint or question. If Fidelity decides to do this, it will credit your account within ten (10) business days for the amount that you think is in error, so that you will have the use of the money during the time it takes Fidelity to complete its investigation. If Fidelity asks you to put your request or question in writing and it does not receive it within ten (10) business days, or if your account is a brokerage account subject to Regulation T of the Board of Governors of the Federal Reserve System (Credit By Brokers and Dealers, 12 CFR 220), Fidelity may not credit your account. For questions involving new accounts, point of sale or foreign initiated transactions, we may take up to ninety (90) days to investigate your complaint or question. With respect to new accounts, we may take up to twenty (20) business days to credit your account for the amount you think is in error. Fidelity will inform you of the results of its investigation within three (3) business days of its completion. If Fidelity decides that there was no error, Fidelity will send you a written explanation. You may ask for copies of the documents that Fidelity used in the investigation.

### Contact Information

Fidelity Investments  
PO Box 770001  
Cincinnati, OH 45277

Phone: 800-343-3548

Representatives are available 24 hours per day, seven days per week, to take your call.

*On this form, "Fidelity" means Fidelity Brokerage Services LLC and its affiliates. Brokerage services are provided by Fidelity Brokerage Services LLC, Member NYSE, SIPC. 652049.5.0 (11/19)*