



ACCOUNTHOLDER TRANSFER FORM

Health Savings Account (HSA)

INSTRUCTIONS

Provide this completed form to your **current** HSA custodian to initiate a transfer of funds to BASIC. Transfer checks should be sent to **BASIC (TPA) at PO Box 7308, Madison, WI 53704-7308** with a copy of this form or other correspondence, including the accountholder's name and Social Security Number. For more information, call BASIC at **800-372-3539** with your Benefits ID available.

ACCOUNTHOLDER INFORMATION

Benefits ID:								
First Name:		MI:		Last Name:				
Date of Birth:		Social Security Number:						
Email Address:								
Primary Phone:		Mobile Phone:						
Primary Address:	Address Line 1:						Apt:	
	Address Line 2:							
	City:							
	State:		Zip/Postal Code:		+4			

CUSTODIAN TRANSFER INFORMATION

Transfer instructions for current Custodian/Trustee (current financial institution from which you are *transferring* HSA funds):

Current Custodian /Trustee Name:								
Current Custodian/ Trustee Contact Name:								
Current Custodian/Trustee HSA/MSA/IRA Account Number:								
Email Address:					Primary Phone:			
Address of Current Custodian/Trustee:	Address Line 1:						Apt:	
	Address Line 2:							
	City:							
	State:		Zip/Postal Code:		+4			
Transfer from (select one):	<input type="checkbox"/> HSA	<input type="checkbox"/> MSA	<input type="checkbox"/> IRA	This transfer <input type="checkbox"/> will or <input type="checkbox"/> will not close the HSA/MSA/IRA.				
Directly transfer <input type="checkbox"/> all or <input type="checkbox"/> part \$ _____ of my HSA/MSA/IRA, payable via mailed check to BASIC.								
Custodian: Please make check payable to BASIC HSA (enter Accountholder Name in Memo field).								

AUTHORIZATION/SIGNATURE

I authorize the transfer of the HSA assets in the manner described above and certify that all information provided by me is true and correct and may be relied upon by the transferring Custodian/Trustee, BASIC and Lake Ridge Bank. Due to the important tax consequences associated with moving funds into an HSA, I have been advised to seek advice from a tax or legal professional to ensure compliance with related laws. I assume full responsibility for this transaction and will not hold BASIC or Lake Ridge Bank liable for any adverse consequences that may result.

HSA Accountholder Signature _____

Date _____

BASIC | PO Box 7308 | Madison, WI 53704-7308 | 800-372-3539 | www.basiconline.com | BA-6250-030723

The information contained in this communication is confidential and to be used by BASIC employees and representatives for only its intended purpose.

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