



Use this form to contribute to a SIMPLE IRA. This form cannot be used for any other type of IRA. Please include a separate check for each account or contribution type, we cannot split checks. Please refer to the acceptable check deposits on the attached page. Mail only page 1 to Pershing LLC at the address provided. Do not mail this to TIAA Brokerage. Advisors and Branch representatives are not allowed to take deposits.

Questions? Call 800-927-3059, Monday - Friday, 8 a.m. - 7 p.m. (ET).

**STEP 1: EMPLOYER AND PLAN INFORMATION**

Employer or Plan Name (Required) (example: Bonsai Corporation SIMPLE IRA Plan) Plan Administrator Telephone Number

Plan Administrator Address (Required) City State Zip Code

Signature of Plan Administrator (Required) Today's Date (mm/dd/yyyy)

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**STEP 2: DEPOSIT AND MAILING INFORMATION**

Please make checks payable to "TIAA Brokerage FBO Employer or Plan Name" and mail to the address below.

TIAA Brokerage c/o Pershing, LLC  
ATTN: IRA Money Desk  
One Pershing Plaza  
Jersey City, NJ 07399

Participant Name (Individual named on the account)	Brokerage Account Number (Required)	Deposit Amount	Contribution Type*
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>

\* For each contribution amount, please indicate if EDC (salary deferral), ECN (employer current year), ECP (employer prior year), or EMC (employer matching).

**IMPORTANT INFORMATION**

- List contribution amounts based on contribution type separately. We do not accept cash.
- Do not include any correspondence or trade instructions with your deposits.

**FOR INTERNAL USE ONLY**

IRD A51	Total Applied	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>





**PLEASE RETAIN FOR YOUR RECORDS**

**Acceptable Check Deposits**

The following are acceptable check deposits for retail accounts:

- Personal checks drawn on domestic banks, payable to either TIAA Brokerage or Pershing.
  - To deposit this type of check to your brokerage account, the account title and the check maker's title must match.
- Checks drawn on joint checking accounts. This type of check may be deposited into a brokerage account held by either joint account holder.
- Checks drawn on bank accounts of any other party made payable to the client (and endorsed by the client), to Pershing for the benefit of (FBO) the client, or to TIAA Brokerage for FBO of the client that are deposited into the client's brokerage account.

**Note:** Please make sure to write your account number on the memo line of the check.

If the check deposit is for an IRA contribution, unless indicated on the deposit slip or check, it will be credited as a current-year contribution.

**Unacceptable Check Deposits:**

- Checks with double endorsements (third-party checks)
- Cash, money orders and travelers' checks
- Checks made payable to cash
- Bank, official, teller or counter checks (non-personal) under \$10,000
- Checks drawn on non-U.S. banks
- Checks drawn in a currency other than U.S. dollars
- Checks made payable to Pershing or TIAA Brokerage, where the maker of the check is not identical to the owner of the brokerage account and the beneficiary is either not specified on the payee line or, if specified, does not match the title on the account
- Checks drawn against lines of credit (such as Discover®, Visa®, or home equity loans)
- Checks previously returned due to insufficient funds

**Note:** Check deposits are subject to a 10-day hold before withdrawals of those funds can occur. This hold does not apply to funds available for trading.

