

1. CLIENT INFORMATION

Name: _____ SSN or Tax ID: _____
Account Number(s): _____

2. NAME CHANGE

Attach a copy of your driver's license, Social Security card, marriage certificate showing the new legal name, or court decree.

Reason for name change: ☐ Marriage ☐ Divorce ☐ Court Decree ☐ Correction

From (FIRST, MI, LAST): _____

To (FIRST, MI, LAST): _____

3. ADDRESS/TELEPHONE NUMBER CHANGE

☐ Mailing ☐ Residence ☐ Both

New Address: _____ Work Phone: (_____) _____

City: _____ State: _____ ZIP: _____ Home Phone: (_____) _____

4. SOCIAL SECURITY NUMBER OR DATE OF BIRTH CORRECTION

• **Attach a copy of your Social Security card or a completed IRS Form W-9.**

Incorrect SSN: _____ Correct SSN: _____

• **Attach a copy of your driver's license, birth certificate, or your passport.**

Correct Date of Birth: _____

5. NONQUALIFIED DEFERRED ANNUITY OWNERSHIP CHANGE

• A transfer of ownership to certain trusts, between spouses, or incident to a divorce is a non-taxable event. Other transfers of ownership may be taxable events. If the ownership change results in a taxable event, the current owner may be subject to federal and/or state income tax on all tax-deferred money (accumulated earnings) as of the date of transfer. The entire amount transferred becomes the new after-tax cost basis for the new owner.

Check the appropriate box: ☐ New Owner Change ☐ Contingent Owner Change ☐ Joint Owner Addition/Removal

Account Number: _____ Relationship to Client: _____

Name: _____ SSN: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____ Phone: (_____) _____

6. DOCUMENT DELIVERY CHOICES (Select one.)

E-mail Address: _____

Select document delivery choice below. If no selections are made, paper documents will be mailed.

☐ Electronic delivery ☐ Paper delivery

Electronic delivery is a free service though you may pay to access the Internet or receive e-mails. VALIC will send e-mail notices when documents are available for viewing and/or printing online. See the Information page(s) for more details.

7. CLIENT APPROVAL

I certify that the information provided above is true and correct. I request the company to make the above change(s).

Client Signature _____ Client Name (Print) _____ Date _____

New Owner and/or Joint Owner Signature _____ New Owner and/or Joint Owner Name (Print) _____ Date _____

Please fax completed form to 1-800-858-2542 or mail to the address below for processing:

VALIC Document Control
P.O. Box 15648
Amarillo, TX 79105-5648

FACTS**WHAT DOES AIG RETIREMENT SERVICES DO WITH YOUR PERSONAL INFORMATION?****Why?**

Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.

What?

The types of personal information we collect and share depend on the product or service you have with us. This information can include:

- Social Security number and Medical Information
- Income and Credit History
- Payment History and Employment Information

When you are *no longer* our customer, we continue to share your information as described in this notice.

How?

All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons AIG Retirement Services chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does AIG Retirement Services share?	Can you limit this sharing?
For our everyday business purposes — such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, conduct research including data analytic or report to credit bureaus	Yes	No
For our marketing purposes — to offer our products and services to you	Yes	No
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes — information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes — information about your creditworthiness	No	We don't share
For nonaffiliates to market to you	No	We don't share

Questions?

Call 1-800-448-2542 or go to aig.com/RetirementServices

Who we are

Who is providing this notice? AIG Retirement Services is providing this notice on behalf of the companies listed below.

What we do

How does AIG Retirement Services protect my personal information? To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings. We restrict access to employees, representatives, agents, or selected third parties who have been trained to handle nonpublic personal information.

How does AIG Retirement Services collect my personal information? We collect your personal information, for example, when you

- open an account or provide account information
- seek advice about your investments or tell us about your investment or retirement portfolio
- tell us about your investment or retirement earnings

We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.

Why can't I limit all sharing? Federal law gives you the right to limit only

- sharing for affiliates' everyday business purposes — information about your creditworthiness
- affiliates from using your information to market to you
- sharing for nonaffiliates to market to you

State laws and individual companies may give you additional rights to limit sharing. See below for more on your rights under state law.

Definitions

Affiliates Companies related by common ownership or control. They can be financial and nonfinancial companies.

- *Our affiliates include the member companies of American International Group, Inc.*

Nonaffiliates Companies not related by common ownership or control. They can be financial and nonfinancial companies.

- *AIG Retirement Services does not share with nonaffiliates so they can market to you.*

Joint Marketing A formal agreement between nonaffiliated financial companies that together market financial products or services to you.

- *AIG Retirement Services does not jointly market.*

Other important information

AIG Retirement Services represents AIG member companies—The Variable Annuity Life Insurance Company (VALIC) and its subsidiaries, VALIC Financial Advisors, Inc. (VFA) and VALIC Retirement Services Company (VRSCO). Securities offered through VFA member FINRA, SIPC, and an SEC registered investment advisor. Annuities issued by VALIC, Houston, TX. Variable annuities distributed by its affiliate, AIG Capital Services, Inc. (ACS), member FINRA. All companies are members of American International Group, Inc. (AIG).

This notice is provided by AIG Retirement Services on behalf of VALIC; VRSCO and VFA. In addition to AIG Retirement Services, the following companies are represented for purposes of this notice: American General Life Insurance Company; ACS; HRA Administrator, LLC; VALIC Company I; and VALIC Company II.

You have the right to see and, if necessary, correct personal data. This requires a written request, both to see your personal data and to request correction. We do not have to change our records if we do not agree with your correction, but we will place your statement in our file. If you would like a more detailed description of our information practices and your rights, please write us at: AIG Retirement Services Document Control, PO Box 15648, Amarillo, TX 79105-5648

For Vermont Residents only. We will not disclose information about your creditworthiness to our affiliates and will not disclose your personal information, financial information, credit report, or health information to nonaffiliated third parties to market to you, other than as permitted by Vermont law, unless you authorize us to make those disclosures. Additional information concerning our privacy policies can be found using the contact information above for Questions.

For California Residents only. We will not share information we collect about you with nonaffiliated third parties, except as permitted by California law, such as to process your transactions or to maintain your account.

For Nevada Residents only. We are providing this notice pursuant to Nevada state law. You may be placed on our internal Do Not Call List by calling 800-448-2542. Nevada law requires that we also provide you with the following contact information: Bureau of Consumer Protection, Office of the Nevada Attorney General, 555 E. Washington St., Suite 3900, Las Vegas, NV 89101; Phone number: 702-486-3132; email: aginfo@ag.nv.gov.