

# IRA Rollover Guide:

Have you retired or changed jobs?

Consider a 401(k) Rollover with Dodge & Cox Funds.

You can also transfer an existing IRA account into a Dodge & Cox Funds IRA.

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We have designed this guide to assist you with the IRA rollover process. It provides you with a step-by-step approach to rolling over assets to a Dodge & Cox Funds IRA. Please take some time to read through this guide, consider your options and identify the steps that apply to you. If you need additional support or have questions about completing this process, a Client Services Representative would be pleased to assist you at 800-621-3979.

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**You Can Roll Over Assets from an Employer's Retirement Plan or IRA to a Dodge & Cox Funds IRA If You Are:**

- Leaving your job and participate in a qualified retirement plan [e.g., 401(k), 403(b), Government 457 or Thrift Savings Plan]
- Changing jobs and participate in a qualified retirement plan
- Inheriting a qualified retirement plan account
- Changing IRA custodians
- Transferring a qualified retirement plan account from a previous employer

Please see page 3 of this guide for a discussion of the potential benefits and considerations of the various options.

# Roll Over Assets From a Qualified Retirement Plan

[e.g., 401(k), 403(b), Government 457 or Thrift Savings Plan]

## Step 1.

### Contact Your Plan Administrator

It is up to your current plan administrator to determine what is required to accomplish a rollover into a Dodge & Cox Funds IRA. Before initiating a rollover, contact your current retirement plan administrator for their specific rollover instructions.

Helpful questions may include:

- Is a plan-specific rollover form required?
- Is a medallion-guaranteed signature required?
- Are there additional steps prior to initiating the rollover? (e.g., Am I required to move my assets to a cash account prior to a rollover?)
- Are there any maturity dates or short-term redemption fees to consider?
- Is spousal consent required?
- Will the plan administrator send the distribution check directly to Dodge & Cox Funds (*preferred*) or to me? (Please note, if the check is not payable to your Dodge & Cox Funds IRA, your current custodian may be required to withhold for taxes, and a penalty could apply to amounts that you do not rollover within 30 days after you receive the check.)
- How long will it take the plan administrator to send my assets to Dodge & Cox Funds?

## Step 2.

### Initiate a Rollover Online - OR - By Completing Paper Forms

To Initiate a Rollover Online:

Visit [dodgeandcox.com](http://dodgeandcox.com), click on “Investing” and “IRA/Retirement Center”, then scroll down and click on “Open an IRA”. If you already have an account, log in to your Account Access and click on “IRA Transactions” under the “Trading” menu.

To Initiate a Rollover Via Paper Forms:

Please visit [dodgeandcox.com](http://dodgeandcox.com) and click on “Investing” and “IRA/Retirement Center” or call an IRA Specialist at 800-621-3979 to request the forms by mail.

Forms you will need to complete and submit to Dodge & Cox Funds include:

- Dodge & Cox Funds IRA Transfer of Assets Form
- Dodge & Cox Funds IRA Application (for a new account)

If you are establishing both a Roth IRA and a traditional IRA with Dodge & Cox Funds, you will need to complete a separate IRA Transfer of Assets Form and IRA Application for each different type of IRA.

## Step 3.

### Complete the Rollover to a Dodge & Cox Funds IRA

If you have not received a distribution check directly:

Upon receipt of the completed form(s) described in Step 2, Dodge & Cox Funds will contact your current custodian and request the assets to be sent to Dodge & Cox Funds via check.

Confirmation of the transfer of assets request will be mailed to your address of record. When we receive the check, Dodge & Cox Funds will invest your transferred assets according to your instructions on the IRA Transfer of Assets form and mail you a confirmation statement. Please note, depending on your custodian, a direct rollover may take up to eight weeks to complete.

If you have received a distribution check:

Include the check when you submit the completed Dodge & Cox Funds IRA Transfer of Assets form and if applicable, the Dodge & Cox Funds IRA Application. The check must be payable to “Dodge & Cox Funds,” in the amount of the transferred assets. Please note, Dodge & Cox will not accept checks payable to a party other than your Dodge & Cox Funds IRA (third party checks).

Dodge & Cox Funds will invest your transferred assets according to your instructions on the IRA Transfer of Assets form and mail a confirmation statement to your address of record.

## Potential Benefits and Considerations

When leaving an employer-sponsored 401(k) plan, you should carefully consider your options

### Option #1

Roll Over into an IRA

### Potential Benefits

- Continue making contributions to your retirement
- Your retirement can continue to grow, tax-deferred or tax-free, depending on the IRA type
- Consolidate your various retirement accounts

### Considerations

- You will not be able to borrow against the balance
- Potentially reduced protection from creditors
- Age requirement changes for Penalty-Free Withdrawals and RMDs
- Unable to rollover in-kind
- Fees may be higher than the previous plan

### Option #2

Roll Over into a New Employer's Plan

- Earnings accrue tax-deferred or tax-free, depending upon the type of plan (e.g., Roth)
- Assets in an employer's plan are generally protected from claims by creditors
- You may be able to borrow against the new 401(k)

- Different and/or possible limited range of investment choices
- Fees may be higher than the previous plan
- Some plans do not permit rollovers or rollovers in-kind
- The full plan may need to be rolled over to avoid taxes and penalties on any distribution from the prior plan
- Different and/or potentially reduced range of services
- New plan may have more limited distribution and loan options

### Option #3

Cash Out

- You will have access to cash if needed
- Possible penalty-free withdrawals depending on age and other requirements

- Depending on your circumstances, taxes and penalties for cashing out can be substantial
- The amount withdrawn will no longer grow tax-deferred and will no longer be invested in the market

### Option #4

Leave in Former Plan

- No immediate action required
- Earnings remain tax-deferred or tax-free until you withdraw them
- May have lower investment fees than a new 401(k) or IRA

- No longer able to contribute to your former employer's plan
- Investment choices are limited to those made available in the former plan
- Managing across multiple accounts/plans can be difficult
- Possible fees for maintaining or distributing out of a terminated employee account
- Investments might be subject to plan restrictions
- If the account balance is too small, some plans may not permit the assets to remain

### Potential Benefits of a Dodge & Cox Funds IRA:

- Dodge & Cox has over 90 years of investment experience
- Seven Dodge & Cox mutual funds with different investment strategies
- No-load funds with no distribution fees
- \$1,000 minimum investment

### Additional Considerations for a Dodge & Cox Funds IRA:

- Because only Dodge & Cox mutual funds are available for investment, you should consider whether these options will meet your investment needs
- Reduced range of services compared to those offered by a 401(k) recordkeeper or plan sponsor
- Higher Fund expenses if you are currently invested in a Dodge & Cox Fund through your former employer's defined contribution plan

The information provided here is for general informational purposes only and is neither tax nor legal advice. You should consider your own individual facts and circumstances and consult with a legal or tax advisor, as appropriate, before making a decision regarding your plan investments.

# Transfer Assets From a Roth IRA or Traditional IRA

## Step 1.

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### Complete Dodge & Cox Funds Forms

Forms you will need to complete include:

- Dodge & Cox Funds IRA Transfer of Assets Form
- Dodge & Cox Funds IRA Application (for a new account)

If you are establishing both a Roth IRA and a traditional IRA with Dodge & Cox Funds, you will need to complete a separate IRA Transfer of Assets Form and IRA Application for each account.

Please visit [dodgeandcox.com](http://dodgeandcox.com) and click on “Resources” or call 800-621-3979 and speak to an IRA Specialist to request the forms by mail.

## IRS Tax Forms

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If you roll over assets to a Dodge & Cox Funds IRA, the following tax forms will be generated.

### Direct Rollover from a Qualified Retirement Plan, Indirect Rollover, or Roth Conversion:

- IRS Form 1099-R: by January 31st of the following year, the previous custodian will issue an IRS Form 1099-R indicating a distribution or direct rollover from the qualified retirement plan.
- IRS Form 5498: by May 31st of the following year, Dodge & Cox Funds will issue an IRS Form 5498 showing that assets were received.

You should retain these forms for your records. The IRS uses these forms to verify or confirm that a rollover took place.

## Step 2.

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### Transfer to a Dodge & Cox Funds IRA

#### Transfer of Assets

If you are transferring assets from a Roth or traditional IRA, you may opt to request a direct transfer of those assets to Dodge & Cox Funds. It is a fast and simple approach to moving assets between IRA custodians.

Mail the completed Dodge & Cox Funds IRA Transfer of Assets form and if applicable, the Dodge & Cox Funds IRA Application to establish a new account. Upon receipt of the completed form(s) described in Step 1, Dodge & Cox Funds will contact your current custodian via mail and request the assets be sent to Dodge & Cox Funds.

Confirmation of the transfer of assets request will be mailed to your address of record. When we receive the funds, Dodge & Cox Funds will invest according to your instruction on the IRA Transfer of Assets form and mail you a confirmation statement.

### Transfer of Assets from a Roth or Traditional IRA:

- No IRS tax forms will be issued by Dodge & Cox Funds or the previous custodian.

# Before returning documents, confirm the following:

- All pages are included.**  
Please return the entire form. We will require all pages returned in order to process the rollover request.
- All sections are complete and signed.**  
Please check that a signer with authority to act on the account has signed all required sections and included their appropriate title where applicable. If your spouse's signature is needed, please ensure it is included. Check that your Fund selection has been made and that all other sections are complete.
- If required by your current custodian: Medallion Signature Guarantee and/or notary stamp is included.**  
Check if your current custodian will require a Medallion Signature Guarantees (MSG). If so, ensure that all the sections requiring an MSG are stamped and signed. A MSG may be obtained from a domestic bank or trust company, broker, dealer, clearing agency, savings association, or other financial institution which participates in a Medallion program recognized by the Securities Transfer Association. Signature guarantees from financial institutions which do not participate in a Medallion program will not be accepted. Notary stamps can be obtained from a local notary. A notary public cannot provide signature guarantees.
- Bank account numbers are accurate.**  
Check the bank registration and account numbers you wish to link to your Dodge & Cox Funds IRA Account for accuracy.
- Required documentation is included.**
- Dodge & Cox Funds IRA Transfer of Assets Form, one for each new account, are included.**
- Dodge & Cox Funds IRA Application, one for each new account, are included.**
- A preprinted voided check or preprinted deposit slip is included, if applicable.**
- If applicable, rollover distribution check is included.**

## Contact Us



### Download Forms

Visit our website, [dodgeandcox.com](http://dodgeandcox.com), and click "Resources."



### Additional Assistance

An IRA Specialist can answer questions concerning the rollover process or help you fill out the required forms. For more information please call 800-621-3979, Monday through Friday, 8 a.m. to 7:30 p.m., Eastern Time.



### Mailing Instructions

#### Regular Mail:

Dodge & Cox Funds  
P.O. Box 219502  
Kansas City, MO 64121-9502

#### Express, Certified or Registered Mail:

Dodge & Cox Funds  
430 W 7th Street, Suite 219502  
Kansas City, MO 64105-1407

**Before investing in any Dodge & Cox Fund, you should carefully consider the Fund's investment objectives, risks, and charges and expenses. To obtain a Fund's prospectus and summary prospectus, which contain this and other important information, visit [dodgeandcox.com](http://dodgeandcox.com) or call 800-621-3979. Please read the prospectus and summary prospectus carefully before investing.**

Dodge & Cox Funds are distributed by Foreside Fund Services, LLC, which is not affiliated with Dodge & Cox.

Investments are not FDIC-insured, nor are they deposits of or guaranteed by any bank or any other entity. The information provided here is neither tax nor legal advice. Prospective investors should consult with a tax or legal advisor before making any investment decision. Only Dodge & Cox Funds are available for purchase in a Dodge & Cox Fund IRA Account. Investment options available through an employer's retirement plan or other IRA providers and any associated fees and expenses will differ.

## Characteristics of Dodge & Cox

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### About Dodge & Cox

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**Ninety Years of Investment Experience:** Dodge & Cox was founded in 1930. We have a stable and well-qualified team of investment professionals. This group has worked together in consistently applying our investment philosophy over a period of many years. We believe that the experience and stability of our investment team enables us to build and retain deep institutional knowledge of individual companies and understanding of different market environments.

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**Independent Organization:** Ownership of Dodge & Cox is limited to active employees of our firm. As an independent firm, we are able to focus solely on our clients and do not have to answer to other stakeholders. Our independence and reputation for integrity also allow us to attract and retain talented employees.

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**Client Focus:** Dodge & Cox is solely in the business of investing our clients' assets. Integrity is paramount in everything we do. We apply a consistent investment approach to managing equity, debt, and balanced portfolios.

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**Independent Research Staff:** Independent research is at the heart of each investment, forming a grounded thesis that generally looks out at least three years. Through our own investigation, we can better understand the forces that will determine an investment's success.

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**Team Process:** Our portfolios are the product of the collective judgment of the entire investment team. Investment teams work together in a decision-making process that enhances individual insight. This approach reduces a portfolio's dependence on any single person.

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**Long-Term Approach:** We are skeptical that short-term market trends can be predicted with consistency, so we look further out in our analysis, focusing on the key fundamental factors that will determine investment value over the long-term.

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**Strict Price Discipline:** Our ongoing search for superior relative value is guided by a rigorous research process that seeks to differentiate the short-term concerns that may be temporarily depressing an investment from the intractable, long-term problems that could doom it. We focus on the key fundamental factors that will determine investment value over a three- to five- year investment horizon.

## Characteristics of Dodge & Cox

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### Our Funds

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**There are seven Dodge & Cox mutual funds to serve your investment needs:**

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**Dodge & Cox Stock Fund** seeks long-term growth of principal and income. A secondary objective is to achieve a reasonable current income. The Fund seeks to achieve these objectives by investing primarily in a diversified portfolio of equity securities.

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**Dodge & Cox Global Stock Fund** seeks long-term growth of principal and income. The Fund seeks to achieve its objective by investing primarily in a diversified portfolio of equity securities issued by companies from at least three different countries, which may include emerging markets.

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**Dodge & Cox International Stock Fund** seeks long-term growth of principal and income. The Fund seeks to achieve its objective by investing primarily in a diversified portfolio of equity securities issued by non-U.S. companies from at least three different countries, which may include emerging markets.

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**Dodge & Cox Emerging Markets Stock Fund** seeks long-term growth of principal and income. The Fund seeks to achieve these objectives by investing primarily in a diversified portfolio of emerging markets equity securities issued by companies from at least three different countries.

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**Dodge & Cox Balanced Fund** seeks regular income, conservation of principal and an opportunity for long-term growth of principal and income. The Fund seeks to achieve these objectives by investing in a diversified portfolio of equity and debt securities.

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**Dodge & Cox Income Fund** seeks a high and stable rate of current income, consistent with long-term preservation of capital. A secondary objective is to take advantage of opportunities to realize capital appreciation. The Fund seeks to achieve these objectives by investing in a diversified portfolio of bonds and other debt securities.

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**Dodge & Cox Global Bond Fund** seeks a high rate of total return consistent with long term preservation of capital. The Fund seeks to achieve these objectives by investing in a diversified portfolio of bonds and other debt securities of issuers from at least three different countries, which may include emerging market countries.

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**Before investing in any Dodge & Cox Fund, you should carefully consider the Fund's investment objectives, risks, and charges and expenses. To obtain a Fund's prospectus and summary prospectus, which contain this and other important information, visit [dodgeandcox.com](http://dodgeandcox.com) or call 800-621-3979. Please read the prospectus and summary prospectus carefully before investing.**

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