

Sample retribution letter of instruction

(Note: It's a good idea to include a copy of the printed refund statement from the higher-education institution to insure proper documentation is on record.)

Your Name
Street Address
City, ST ZIP Code
Date

MOST—Missouri's 529 Education Plan
P.O. Box 219212
Kansas City, MO 64121-9212

Dear MOST 529 Plan:

Enclosed is the refund check, issued [Month day, year] sent to me from [Name of educational institution] which I want to be characterized as a retribution of a previous qualified withdrawal from my MOST 529 account, rather than as a new contribution, according to the PATH Act rule.

Below is the information you'll need to complete the retribution:

My MOST 529 account number: [Account number]

My MOST 529 account beneficiary: [Beneficiary name]

Date of the qualified withdrawal made to cover educational expenses: [Month day, year]

Amount of the qualified withdrawal I want the retribution to cover: [Amount]

Thank you for recontributing my qualified withdrawal back into my MOST 529 account.

Sincerely,

Your signature

Your name (printed)