

**Oklahoma Tax Commission**  
**Oklahoma First-Time Homebuyer Savings Account**  
**Account Holder and Designated Beneficiary Form**



**Account Holder(s) Information:**

**Primary Account Holder**

Social security number: \_\_\_\_\_

Last name: \_\_\_\_\_ First name: \_\_\_\_\_

**Secondary Account Holder**

Social security number: \_\_\_\_\_

Last name: \_\_\_\_\_ First name: \_\_\_\_\_

Primary account holder address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Name of financial institution: \_\_\_\_\_

Routing number: \_\_\_\_\_

Account number: \_\_\_\_\_

Date the account was opened (MMDDYY): \_\_\_\_\_

**Designated Beneficiary Information:**

Social security number: \_\_\_\_\_

Beneficiary last name: \_\_\_\_\_ First name: \_\_\_\_\_

**Change of Designated Beneficiary Information:**

Social security number: \_\_\_\_\_

New beneficiary last name: \_\_\_\_\_ First name: \_\_\_\_\_

*I (We), the undersigned, declare under penalty of perjury that I (we) have examined the information provided, including all accompanying documentation, and, to the best of my (our) knowledge and belief, the information provided is true, correct, and complete. Declaration of preparer (other than account holder) is based on all information of which the preparer has any knowledge.*

Account holder signature: \_\_\_\_\_ Date: \_\_\_\_\_

Account holder signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**46 Oklahoma Statutes Sec. 311 through 318**

**Primary Account Holder(s) Information:**

Enter the name and social security number of the primary account holder. The account holder is the person who owns the bank account designated as a first-time homebuyer savings account. The account holder will also be the person eligible to receive Oklahoma income tax deductions for contributions made to the account during the tax year.

**Secondary Account Holder:**

(Available only for married couples filing a joint Oklahoma individual income tax return). Enter the name and social security number of the spouse of the primary account holder. A secondary account holder must be the spouse of the primary account holder and the two spouses must jointly own the account designated as a first-time homebuyer savings account. Only spouses who file joint Oklahoma income tax returns may be joint first-time homebuyer savings account holders. Married couples who file separately, or separately on a combined return, for Oklahoma income tax purposes are not eligible, and must open separate first-time homebuyer accounts if they wish to participate in the program.

**Account Information:**

Enter the name of the financial institution in which the account was opened, the routing number, and the account number for the account. If you are unsure where to find the routing number and account number, contact your financial institution. A first-time homebuyer savings account must be opened at a bank, trust company, savings institution, industrial loan association, consumer finance company, credit union, a benefit association, insurance company, safe deposit company, money market mutual fund, or similar entity authorized to do business in Oklahoma. Once designated as first-time homebuyer savings account, the account must be used only for that purpose.

**Date the Account was Opened:**

Enter the date you opened the qualifying interest-bearing savings account you wish to designate as a first-time homebuyer savings account.

**Designated Beneficiary Information:**

Enter the beneficiary's name and social security number. Each first-time homebuyer savings account may have only one designated beneficiary. A designated beneficiary must be an individual who qualifies as a first-time homebuyer. An account holder may also be the designated beneficiary of an account. An eligible individual may be the designated beneficiary of more than one account, but no account holder may establish more than one account for the same designated beneficiary.

**Change of Designated Beneficiary:**

The account holder may change the designated beneficiary of a first-time homebuyer savings account at any time by completing this form and entering the new beneficiary's information in the spaces provided. All information required on the form must be provided in order for the Oklahoma Tax Commission (OTC) to properly process the change. A change in beneficiary will not take effect until this form is submitted to the OTC.

**Due Date:**

This form, establishing the first-time homebuyer savings account, and designating the beneficiary for the account, may be submitted at any time after the account was opened, but must be submitted no later than April 15 of the year immediately following the calendar year in which the account was opened in order for the account to qualify as a first-time homebuyer savings account for that calendar year. This form should be submitted separately from your income tax return or any other form or payment, unless otherwise directed by the OTC.