

# Completing your annuity withdrawal form

**The Annuity Withdrawal form is used to request a withdrawal from your annuity contract. You can download the form from our self-service page, [metlife.com/annuityforms](https://www.metlife.com/annuityforms).**

**Prior to completing the form, please review the helpful tips below to avoid making some common mistakes.**

1. If you're a Florida resident, you're required to answer the questions in section 2. If you're not a Florida resident, you're not required to complete section 2.
2. If you're electing a partial withdrawal in section 2, and don't remember which rider you have on your account, please reference your contract to make sure you select the correct rider. If you don't select the correct rider, we will contact you. If you can't find your contract or the rider information, please contact us at 1-800-343-8496.
3. When signing your name in section 7, please be sure to provide that day's date, not your birth date.
4. Instructions on how to submit your form are included in section 8.
5. We'll process your request within 5 business days of receiving your form.
6. We'll mail you a confirmation of your change after we process it.