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# Form 1099-R 2021 Tax Guide

## Important 2021 Tax Information for Shareholders

Harbor Funds has prepared this guide to assist you in reporting information about your Harbor Funds accounts when preparing your 2021 federal income tax returns.

Please visit [harborcapital.com/account-services](https://harborcapital.com/account-services) for shareholder tax FAQs, a table to assist you in calculating foreign tax credits, information related to mutual fund distributions and more.

Our Shareholder Services Representatives are also available to assist you by phone at **800-422-1050**, Monday through Friday, between the hours of 8:00 a.m. and 6:00 p.m. Eastern time.

## Help with Tax Forms

For further assistance, please go to [irs.gov/Form1040](https://irs.gov/Form1040), call the Internal Revenue Service (IRS) at 800-829-1040, or consult with your tax adviser.

Federal tax forms and publications can be downloaded from the IRS website at [irs.gov/Forms-&-Pubs](https://irs.gov/Forms-&-Pubs).

*Since states and cities have varying tax laws, consult your tax adviser about the specific tax laws in the state and city in which you reside or pay taxes.*

## Questions?

Visit [harborcapital.com/account-services](https://harborcapital.com/account-services) or call **800-422-1050**

**Investors should carefully consider the investment objectives, risks, charges and expenses of a Harbor fund before investing. A summary prospectus or prospectus for this and other information is available at [harborcapital.com](https://harborcapital.com) or by calling 800-422-1050. Read it carefully before investing.**

*Opinions and recommendations in this guide should not be construed as specific tax, legal or investment advice.*

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# Using Form 1099-R

Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.

## Form 1040/1040-SR – Lines 4a and 4b

You should leave line 4a blank and report the total distribution (**1099-R Box 1**) on line 4b of Form 1040 or 1040-SR except when any of the following conditions apply:

- If you rolled over part or all of the distribution from one Roth IRA to another Roth IRA of the same type or an IRA (other than a Roth IRA) to a qualified plan or another IRA (other than a Roth IRA), enter your total distribution (**1099-R Box 1**) on line 4a and the taxable amount (**1099-R Box 2a**) on line 4b of Form 1040 or 1040-SR.
- If any of the following circumstances exist, enter the total distribution (**1099-R Box 1**) on line 4a and use Form 8606 to compute the amount to enter on line 4b:
  - You received a distribution from an IRA (other than a Roth IRA) and you made non-deductible contributions to any of your Traditional or SEP IRAs for 2021 or an earlier year.
  - You received a distribution from a Roth IRA (unless distribution code T or Q is shown on Form 1099-R in **Box 7**).
  - You converted part or all of a Traditional, SEP, or SIMPLE IRA to a Roth IRA during the tax year.
  - A 2020 or 2021 IRA contribution was returned to you, with the related earnings or less any loss by the due date of your tax return for that year.
  - You made excess contributions to your IRA for an earlier year and had them returned to you in 2021.
  - You recharacterized part or all of a contribution to a Roth IRA as a Traditional IRA contribution (or vice versa).

### Form 1040/1040-SR

	<b>2a</b> Tax-exempt interest . . .	<b>2a</b>	<b>b</b> Taxable interest . . .	<b>2b</b>
	<b>3a</b> Qualified dividends . . .	<b>3a</b>	<b>b</b> Ordinary dividends . . .	<b>3b</b>
	<b>4a</b> IRA distributions . . .	<b>4a</b>	<b>b</b> Taxable amount . . .	<b>4b</b>
	<b>5a</b> Pensions and annuities . . .	<b>5a</b>	<b>b</b> Taxable amount . . .	<b>5b</b>
	<b>6a</b> Social security benefits . . .	<b>6a</b>	<b>b</b> Taxable amount . . .	<b>6b</b>

If applicable, report the total distributions you received from your IRAs on **Form 1040/1040-SR, line 4a**. This amount is located on **Box 1 of your Form 1099-R**.

Report the total taxable amount of distributions you received from your IRAs on **Form 1040/1040-SR, line 4b**. This amount is located in **Box 2a of your Form 1099-R**.

- If the distribution is a qualified charitable distribution (QCD), enter the total distribution on line 4a. If the total amount distributed is a QCD, enter -0- on line 4b. A QCD is a distribution made directly by the trustee of your IRA (other than an ongoing SEP or SIMPLE IRA) to an organization eligible to receive tax-deductible contributions (with certain exceptions). For additional information please see instructions to Form 1040 and 1040-SR and Publication 590-A and 590-B for details.

## Form 1099-R

**Box 1** reports the total amount of distributions from your IRA, including federal tax withheld on your behalf.

**Box 7** identifies the type of distribution received which is explained on the back of the form.

**Box 2a:** Typically, this amount will be the same as reported on **Box 1** unless reporting a direct rollover, recharacterization, Roth IRA redemption or removal of an excess contribution. This reflects the portion of distribution that is generally taxable unless **Box 2b** is checked.

**Box 4** reports the federal income tax amount withheld from your distribution. If an amount other than zero is reported, attach **Copy B** to your tax return.

PAYER'S name, street address, city, state, and ZIP code  
**HARBOR INTERNATIONAL - INST**  
**PO BOX 804660**  
**CHICAGO IL 60680-4108**  
**(800) 422-1060**

RECIPIENT'S name and street address (including apt. no.), city, state, ZIP code  
**JOSEPH INVESTOR**  
**111 SOUTH WACKER DRIVE FLR 34**  
**CHICAGO IL 60606**

Form **1099-R**  CORRECTED (if checked) OMB No. 1545-0119 **2021**

1 Gross Distribution \$1,000.00	2a Taxable amount \$1,000.00	Distributions From Pensions, Annuities Retirement or Profit Sharing Plans, IRAs, Insurance Contracts, etc.
2b Taxable amount not determined <input type="checkbox"/>	Total distribution <input type="checkbox"/>	
3 Capital gain (included in box 2a)	4 Federal income tax withheld \$150.00	Copy B Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.  This information is being furnished to the Internal Revenue Service.
5 Employee contributions/Designated Roth contributions or insurance premiums	6 Net unrealized appreciation in employer's securities	
7 Distribution code(s) IRA/SEP SIMPLE <input type="checkbox"/>	8 Other	
9a Your percentage of total distribution	9b Total employee contributions	
14 State tax withheld \$100.00	15 State/Payer's state no. MAXXXXXXXX	16 State distribution
17 Local tax withheld	18 Name of locality	19 Local distribution
PAYER'S federal ID# 34-150746	RECIPIENT'S ID# XXX-XX-1234	Account Number XXXXXXXXXX
		1st year of desig. Roth contrib.

## Form 1040/1040-SR – Line 25b

You should add the amount of federal income tax withheld on Form **1099-R Box 4** to federal income tax withheld on other form(s) 1099 and report the total on line 25b of Form 1040 or 1040-SR.

### Form 1040/1040-SR

<b>24</b> Add lines 22 and 23. This is your <b>total tax</b> . . . . .	<b>24</b>
<b>25</b> Federal income tax withheld from:	
<b>a</b> Form(s) W-2 . . . . .	<b>25a</b>
<b>b</b> Form(s) 1099 . . . . .	<b>25b</b>
<b>c</b> Other forms (see instructions) . . . . .	<b>25c</b>
<b>d</b> Add lines 25a through 25c . . . . .	<b>25d</b>
<b>26</b> 2021 estimated tax payments and amount applied from 2020 return . . . . .	<b>26</b>

Report the total federal income tax withheld from your distributions on **Form 1040/1040-SR, line 25b**. This amount is located in **Box 4 of your Form 1099-R**.

*Disclaimer: Any tax or legal information provided is a summary of our current understanding and interpretation of the current income tax regulations and is not exhaustive. Investors should consult their tax adviser or legal counsel for advice and information concerning their specific situation. Neither Harbor Funds, nor any of its representatives, may give legal or tax advice.*