State of Tennessee Optional Retirement Program

VALIC

Mutual Fund Asset Conversion Form

Group ID# 25500001

VALIC Retirement Services Company

1. CLIENT INFORMATION

Please print clearly.

SSN: _____ Name (First, Middle, Last): _____

Phone Numbers: (1) _____ (2) _____

2. CONVERSION DATES

VALIC Retirement Services Company must receive your completed conversion form by the cutoff dates listed below. Once the quiet period has ended, you will have automated access to your account and may exchange any portion of your account balance between the investment options available to you under your employer's plan. To access your account information, visit us online at www.valic.com or call the Voice Response System at 1-800-448-2542. These services are available to you 24 hours a day, 7 days a week.

Cutoff Date	Quiet Period (Approximately)	Annuity Surrender and Conversion Date
February 19, 2010	March 19, 2010 - April 09, 2010	March 31, 2010
May 21, 2010	June 18, 2010 - July 09, 2010	June 30, 2010
August 20, 2010	September 17, 2010 - October 08, 2010	September 30, 2010
November 19, 2010	December 17, 2010 - January 07, 2011	December 31, 2010

3. GUIDED PORTFOLIO SERVICES (GPS) - PORTFOLIO MANAGER

Fees for the GPS Portfolio Manager service are calculated on the last day of the calendar quarter and assessed shortly thereafter. However, since your annuity account(s) will be converted effective the end of the calendar quarter, this fee will be calculated and assessed to your account(s) enrolled in the service prior to the conversion date.

4. CLIENT AUTHORIZATION

By signing this form, I authorize VALIC Retirement Services Company to request the surrender of my variable annuity contract(s) or certificate(s) issued by The Variable Annuity Life Insurance Company and transfer the proceeds into the new investment options established with AIG Federal Savings Bank and administered by VALIC Retirement Services Company. I also acknowledge that I am aware of the conversion process as outlined below and that the table above indicates important dates for the process.

- This form must be returned to VALIC Retirement Services Company no later than the cutoff date for any conversion period.
- There will be a "quiet period" during which I will not have access to my account or to account balance information.
- Access to my annuity account(s) and all processing on my annuity account(s) will be discontinued during the quiet period. During this quiet period I will be unable to direct or diversify investments in my account, or obtain a loan or distribution from the plan. I understand that it is important that I review and consider the appropriateness of my current investments in light of my inability to direct or diversify these investments during the quiet period.
- Any surrender charges under my existing annuity contract(s) or certificate(s) will be waived by The Variable Annuity Life Insurance Company on a one-time basis.
- My account(s) transferring to the new investment options will be surrendered at the close of business on the annuity surrender date.
- All accounts eligible to convert will be deposited according to the attached mapping schedule on the conversion date. All amounts will maintain the same contribution classifications (i.e., Elective Deferral, Employer Matching and Employer Basic contributions).
- I have been provided and have reviewed materials regarding both the new and existing investment products.

_____ _____

Client Signature Date

Please fax completed forms and any documentation no later than the cutoff date for any conversion period to 1-877-202-0187 or mail to the address below for processing:

VALIC Document Control
P.O. Box 15648
Amarillo, TX 79105-5648

If overnight delivery:
VALIC Retirement Services Company
2271 S.E. 27th Avenue
Amarillo, Texas 79103

Questions about this form may be directed to 1-800-448-2542, Monday through Friday, 7 a.m. - 8 p.m. Central Time.

VALIC represents The Variable Annuity Life Insurance Company and its subsidiaries, VALIC Financial Advisors, Inc. and VALIC Retirement Services.