

403(b)/457(b) Salary Reduction Agreement

Personal Information	Date:	
	Last Name	First Name
	MI	
	Social Security Number (last 4 digits only)	
	Address	City
	State	Zip
	Telephone	
Requested Action (please check one)	New Enrollment	☐
	Discontinue Deduction	☐
	Increase Deduction	☐
	Decrease Deduction	☐
Your 403(b) Salary Reduction(s) All salary reductions are pre-tax	VENDOR SELECTIONS	PRE TAX CONTRIBUTION PER BI-WEEKLY PAYCHECK
	TIAA-CREF	\$
	VALIC (Acct must be established prior to funds being withheld)	\$
	The amount of the salary reduction shall be per bi-weekly pay period. This bi-weekly amount must produce a total calendar year contribution that does not exceed the employee's statutory limitation under IRC Section 415 or Section 402(g) for 2015 the limit is \$18,000.	
Conditional/or Optional 403(b) Salary Reductions	Age 50 or over, Catch-Up Contribution*	\$
	*The bi-weekly amount must not exceed the statutory limitation under IRC 414(v), for 2015 the maximum amount is \$6,000.	
	Special Catch Up, If Employed More Than 15 Years**	\$
	**Amount allowed is lesser of: a) \$3,000 b) \$15,000 reduced by total Special Catch Up deferrals in prior years; or c) \$5,000 times number of years of service minus total Special Catch up deferrals made in prior years. Please consult Human Resources-Benefits to inquire if you are eligible	
Participation limited to a select group of management	TIAA-CREF 457(b) bi-weekly amt	\$
	To be used after employee has reached the statutory limitation under IRC Section 415 or Section 402 (g), for 2015 the limit is \$18,000.	
Employer Contributions	Unless otherwise noted or indicated, Employer Contributions will be made to TIAA-CREF.	
Effective Date	Please Select	
	First Available Check	☐
	Or Paycheck Effective Date	☐
	Employee's salary will be reduced by amount indicated in Salary Reduction section.	
Employee Signature	I understand that this Salary Reduction Agreement is legally binding and irrevocable with respect to salary that becomes payable to me while this agreement is in effect. I understand that I may stop, start, or change my future contribution amount at any time during the year by submitting a new Salary Reduction Agreement.	