PLEASE DON'T FORGET TO INCLUDE A COPY OF YOUR DRIVER'S LICENSE OR STATE ID.

BIRTH CERTIFICATE

(AND IF APPLICABLE)

MARRIAGE CERTIFICATE

****

APPLICATION MUST BE NOTAZIRED ***<u>or</u>*** **SIGNED BY AN NJBLS FUND REPRESENTATIVE**

NEW JERSEY BUILDING LABORERS STATEWIDE ANNUITY FUND
BENEFIT APPLICATION FOR PARTICIPANTS

Please read this application carefully before answering any questions. Do not hesitate to contact the NJBLS Annuity Fund Office for assistance. Withdrawals are available for: (1) Retired members; (2) Permanently disabled members; (3) Members who have had no employment in the industry for at least the past six 6 consecutive months; or (4) to prevent foreclosure on primary residence.

I hereby apply for benefits from the NJBLS Annuity Fund. The statements made by me are true to the best of my knowledge and belief. I understand that a false statement may disqualify me for Plan benefits, and that the Trustees shall have the right to recover any payments made to me because of a false statement. I acknowledge that I have read the Articles and/or Sections of the Plan Rules and Regulations pertaining to my application.

NAME:____ Local Union #: __________
Last First MI

ADDRESS:

____
Street City State Zip

EMAIL: ______________________________________ SSN:_________________________

PHONE#:

____
Home Cell/Mobile Other

DID YOU EVER SERVE IN THE US ARMED FORCES? ◯ No ◯ Yes If "Yes" complete below:

Branch:____________________ Entry Date: ___________________Discharge Date:__________________

(Attach a copy of your discharge or separation papers.)

Check the ONE statement that applies to you:

◯ I am Retired/Retiring on: ____ (Date of Retirement)

◯ I am totally and permanently disabled as of: ______________________________ Please attached a copy of your Social Security Disability Award Letter.

◯ To the best of my knowledge, I have not had any NJBLS Annuity Fund contributions made on my behalf for the past six (6) consecutive months. My last day of work for a contributory employer was: _____________________.

◯ I have permanently ceased working as a laborer in the geographic and trade jurisdiction of the NJBLS Annuity Plan.

◯ I am applying for a distribution under the Hardship provisions of the Plan to avoid foreclosure of my principal place of residence.

MAIL APPLICATION TO: **NJBLS Annuity Plan**
485 US Highway 1 South,
Building B Suite B401, Iselin NJ 08830
201-963-0633 or 866-999-0300

YOU ARE REQUIRED TO SUBMIT DOCUMENTATION TO SUPPORT YOUR ELIGIBILITY TO RECEIVE THE BENEFITS FOR WHICH YOU'VE APPLIED. PLEASE REFER TO THE ENCLOSED CHECKLIST TO ENSURE YOUR APPLICATION IS COMPLETED IN ITS ENTIRITY. INCOMPLETE APPLICATIONS MAY DELAY THE PAYOUT OF YOUR BENEFITS. PLEASE CONTACT THE FUND OFFICE IF YOU HAVE QUESTIONS REGARDING THE REQUESTED DOCUMENTS.

EXPLANATION OF BENEFIT PAYMENT FORMS

IMPORTANT: PLEASE READ

Your benefit will be paid in the form of an annuity unless you waive the annuity form of payment (with your spouse's consent, if you are married) and elect an optional form. If you are not married, your benefit will be paid in the form of a single life annuity. If you are married your benefit will be paid as a 50% Qualified Joint and Survivor Annuity, or as alternative you may elect a 75% Qualified Optional Joint and Survivor Annuity.

An annuity form of payment provides you with monthly payments for your life. Upon your death, if you are receiving payment in the form of a 50% Qualified Joint and Survivor Annuity, your spouse will continue to receive a monthly payment for his or her life equal to 50% of the monthly payment you were receiving, and if you elect a 75% Qualified Optional Survivor Annuity, your spouse will continue to receive a monthly payment for his or her life equal to 75% of the monthly payment you were receiving.

This monthly lifetime benefit will be paid through an annuity purchased from an insurance company with your Accumulated Share. The actual amount of the monthly payments will depend on various factors, such as the amount in your account, your age and the age of your spouse if you are married, and whether you elect a 50% or 75% Survivor Annuity, the insurance company from which the annuity is purchased, and the interest rate in effect at the date of purchase. To help you make an informed decision, we are enclosing a chart that illustrates the amount of the lifetime monthly benefit that could be provided with account balances of $10,000, $50,000 or $100,000 at various ages. The 50% and 75% Joint and Survivor Annuity amounts are based on the assumption that you and your spouse are the same age. If you would like to know the actual monthly amount of your payment, please contact the Fund Office and current quotations based on your age, the age of your spouse, and the amount of your account balance will be calculated.

In the event you do not elect an annuity form of payment, and your spouse has agreed to this election (see Section 3 of this Application), you may elect to have benefits paid to you in one of the following ways:

1. A lump sum or…
2. Payment in equal monthly installments not in excess of ten years or…
3. A combination of a lump sum and equal monthly installments not in excess of ten years or…
4. A rollover into an Individual Retirement Account (IRA) or another Eligible Retirement Plan

It is important that you understand your rights and obligations regarding the annuity form of payment and any alternative form of payment. Please contact the Fund Office if you should have any questions.

ESTIMATED MONTHLY ANNUITIES

The following chart illustrates the amount of the lifetime monthly benefit that could be provided with an account balance of $10,000, $50,000 or $100,000 at various ages. The 50% and 75% Joint and Survivor Annuity amounts are based on the assumption that the participant and spouse are the same age.

$10,000 ACCOUNT BALANCE			**YOUR AGE**		
FORM OF PAYMENT	**45**	**50**	**55**	**60**	**65**
Single Life Annuity	$50.98	$54.31	$58.98	$65.55	$74.80
50% Joint and Survivor					
Monthly Benefit to Participant	$48.76	$51.35	$54.95	$59.95	$66.93
Survivor Benefit to Spouse	$24.38	$25.68	$27.47	$29.97	$33.46
75% Joint and Survivor					
Monthly Benefit to Participant	$47.72	$49.99	$53.13	$57.49	$63.59
Survivor Benefit to Spouse	$35.79	$37.49	$39.85	$43.12	$47.69

$50,000 ACCOUNT BALANCE			**YOUR AGE**		
FORM OF PAYMENT	**45**	**50**	**55**	**60**	**65**
Single Life Annuity	$254.88	$271.55	$294.92	$327.76	$374.00
50% Joint and Survivor					
Monthly Benefit to Participant	$243.78	$256.77	$274.74	$299.74	$334.67
Survivor Benefit to Spouse	$121.89	$128.39	$137.37	$149.87	$167.34
75% Joint and Survivor					
Monthly Benefit to Participant	$238.59	$249.96	$265.64	$287.46	$317.96
Survivor Benefit to Spouse	$178.94	$187.47	$199.23	$215.59	$238.47

$100,000 ACCOUNT BALANCE			**YOUR AGE**		
FORM OF PAYMENT	**45**	**50**	**55**	**60**	**65**
Single Life Annuity	$509.76	$543.09	$589.83	$655.52	$748.00
50% Joint and Survivor					
Monthly Benefit to Participant	$487.57	$513.53	$549.48	$599.48	$669.34
Survivor Benefit to Spouse	$243.78	$256.76	$274.74	$299.74	$334.67
75% Joint and Survivor					
Monthly Benefit to Participant	$477.18	$499.93	$531.29	$574.92	$635.91
Survivor Benefit to Spouse	$357.89	$374.95	$398.47	$431.19	$476.93

These estimated Annuity amounts are based on the following assumptions – 5% interest and RP-2000 Combined Healthy Male Participant / Female Beneficiary mortality tables

The above examples are intended to illustrate approximate monthly amounts under an annuity form of payment. Upon request, the Fund Office will provide you with current quotations of actual monthly amounts based on your own account balance, your age and the age of your spouse if you are married.

ELECTION OF BENEFITS

As per Annuity Fund Rules and Regulations: "If your account is payable before the end of the calendar year you will receive the amount that was in your account at the end of the previous year less defaulted loans and/or lump sum distributions plus employer contributions made during the current year." No Interest will be given for the current year if there is a total distribution.

Section 2

I wish to receive my accumulated share as follows (Check one):

☐ **1. Single Life Annuity**

☐ **2. 50% Joint and Survivor Annuity**

☐ **3. 75% Joint and Survivor Annuity**

☐ **4. In a lump sum withdrawal of all available NJBLS Annuity Funds from my account.**

☐ **5. In a partial lump sum withdrawal of $_______________ with the remaining balance to be paid to me in monthly installments, not to exceed a ten year (120 months) period, until the amount in my account is exhausted.**
(If this option is elected, you may indicate the number of monthly installments ______.)*

☐ **6. In a partial lump sum withdrawal of $ ________________.**
(Partial withdrawals are only allowed if your account balance is more than $5,000.00.)

☐ **7. In monthly installments, not to exceed a ten-year (120 months) period, until the amount in my account is exhausted.**
(If this option is elected, you may indicate the number of monthly installments _______. If the number of installments is not indicated, the Fund will calculate the payout of the funds over ten years (120 months).)*

☐ **8. I hereby request that payment of my Individual Account be made directly to an IRA Account or another Eligible Retirement Plan. Please fill out the attached Application for a Direct Transfer/Rollover.**
(If this option is elected, all available funds are transferred unless indicated: $______________.)

Monthly installments are paid the first of every month. All other withdrawals are subject to payment on the next available run. Annuity check runs are paid the 1st and 22nd of every month. The application deadline is approximately ten days prior to the run date.

Name:____ Date_________________
(PLEASE PRINT)

NEW JERSEY BUILDING LABORERS' STATEWIDE ANNUITY FUND

NOTICE OF CONSEQUENCES OF FAILURE TO DEFER PAYMENT

Although you have applied for a distribution of your Individual Account, the law requires that we advise you of your right to postpone a distribution until a later time and the consequences if you choose to take your distribution now rather than deferring it to a later date.

Right to Defer. The Plan requires that your Accumulated Share in the Fund will begin to be distributed to you no later than your Required Beginning Date which is defined as follows:

- **Participants who attain age 70½ on or before December 31, 2019 must begin to collect their Accumulated Share in the Fund no later than the April 1st following the later of: (1) the calendar year in which they attain age 70½, or, if later, (2) the calendar year in which they terminate employment.**
- **Participants who attain age 70½ after December 31, 2019 must begin to collect their Accumulated Share in the Fund no later than the April 1st following the later of: (1) the calendar year in which they attain age 72, or, if later, (2) the calendar year in which they terminate employment.**

Of course, you may elect to start your benefit at any time before that date provided you meet the eligibility requirements as described on pages _6_ in your Summary Plan Description (SPD).

Consequences of Failing to Defer Your Distribution. If you postpone the distribution, the Board of Trustees will continue to invest the money in your account as described on page _4_ of your SPD and your account will continue to be adjusted for any gains, losses or administrative fees as described on page 5 of your SPD.

****

SECTION 3

THIS SECTION IS FOR MARRIED MEMBERS ONLY
SPOUSAL CONSENT FORM

I. Explanation of Spousal Consent Form

If you are married, Federal law requires that your benefits will be paid as a 50% Qualified Joint and Survivor Annuity ("QJSA") or a 75% Qualified Optional Joint and Survivor Annuity ("QOSA"), unless you and your spouse elect another optional form of payment by executing the consent form in subsection II below. A Joint and Survivor Annuity provides monthly benefits to you for life and, upon your death, monthly payments to your surviving spouse equal to 50% or 75% of the monthly payment you were receiving, depending upon the Joint and Survivor Annuity form you elect.

If you wish to receive an optional form of benefit other than a Joint and Survivor Annuity, your spouse must agree to surrender her right to the special joint and survivor annuity payments. Your spouse's choice must be voluntary – it is his or her personal decision. You should show this Application to your spouse for his or her review. In addition, you should advise your spouse that optional forms of benefit may pay you a larger retirement benefit while you are alive but might not pay him or her any benefits after you die.

If your spouse signs the consent form, then benefits will be paid in the form elected in this Application and, if applicable, to the beneficiary designated in the consent form. Your spouse cannot change or revoke his or her consent after signing the consent form.

If you wish to select a form of benefit other than the Joint and Survivor Annuity, you and your spouse must complete the following consent form.

THIS SECTION IS FOR MARRIED MEMBERS ONLY
SPOUSAL CONSENT FORM

****THIS FORM MUST BE NOTARIZED****

II. Spousal Consent Form

I, ______________________________, am the spouse of ____________________________.
NAME OF SPOUSE NAME OF MEMBER

I have carefully read the Explanation o f Benefit Payment Forms provided.

I understand that I have the right to have the New Jersey Building Laborers Statewide Annuity Fund pay my spouse's retirement benefits in the special Joint and Survivor Annuity payment form.

I agree that my spouse is to receive the benefits in the form elected in Section 2 of this application. I understand that if my spouse elects any option other than a 50% or 75% Joint and Survivor Annuity, I will receive nothing from the Fund after my spouse dies unless I am a named beneficiary under the monthly installment form of payment.

Furthermore, I agree to my spouse's choice of beneficiary who will receive the remainder of the Annuity Fund balance if my spouse chooses installment payments.

Name of Beneficiary: ____

I understand that my spouse cannot choose a different form of retirement benefits or a different beneficiary unless I agree to the change.

I understand fully the consequences of this action on my part and the loss of benefits that I may experience if I sign this consent.

I am signing this agreement voluntarily and I understand that my agreement is irrevocable.

____ ________________________________
SPOUSE'S SIGNATURE **DATE**

I hereby acknowledge the consent of my spouse for the form of payment elected in Section 2.

____ ________________________________
MEMBER'S SIGNATURE **DATE**

____ ________________________________
NJBLS ANNUITY FUND REPRESENTATIVE (IN PERSON) **DATE**

____ ________________________________
NOTARY SIGNATURE & SEAL (VIA MAIL) **DATE**

SECTION 4

THIS SECTION IS FOR MEMBERS WHO HAVE NEVER BEEN MARRIED, ARE DIVORCED, OR ARE WIDOWED ONLY

******PLEASE CHECK (√) ONE OPTION ONLY******

******THIS FORM MUST BE NOTARIZED******

______ I hereby certify that I have never been legally married and request that Plan Benefits to which I am entitled be paid to me as requested in Section 2 of this application.

______ I hereby certify that I am legally divorced *and* not presently legally married and request that Plan Benefits to which I am entitled be paid to me as requested in Section 2 of this application. A copy of my full divorce decree including any settlement agreements is enclosed.

______ I hereby certify that I am widowed *and* not presently legally married and request that Plan Benefits to which I am entitled be paid to me as requested in Section 2 of this application. A copy of my spouse's death certificate is enclosed.

____	______________________________
MEMBER'S SIGNATURE	**DATE**
____	______________________________
NJBLS ANNUITY FUND REPRESENTATIVE (IN PERSON)	**DATE**
____	______________________________
NOTARY SIGNATURE & SEAL (VIA MAIL)	**DATE**

SECTION 5

IMPORTANT NOTICE FOR ALL MEMBERS

*****SIGNATURE IS REQUIRED ABOVE THE DOUBLE LINE. YOU ONLY NEED TO SIGN BELOW THE DOUBLE LINE IF YOU ARE A NEW JERSEY RESIDENT****

FOR RESIDENTS OF ALL STATES:

This is to advise you that for lump sum or installment payment distributions, the IRS requires a minimum federal income tax withholding of 20%. This withholding is sent to the Federal IRS on your behalf. At the end of the tax year, you will receive a form 1099-R in order to file this distribution with your taxes.

You, of course, may request that more than the 20% be withheld.

The only exception to the 20% withholding is if you are eligible to directly transfer your account to an IRA (Individual Retirement Account) or to another Eligible Retirement Plan who will accept the transfer.

In addition, please be aware of the fact that the IRS imposes a 10% excise tax on withdrawals issued to individuals who have not reached 59 1/2 years of age.[1] However, this does not apply if you receive a distribution of your account due to separation from service in or after the year you turn age 55. For a list of exemptions to this penalty, please contact the Fund Office.

If you wish more than 20% withheld, please enter the total percentage to be withheld (i.e., if you would like the Fund to withhold the 10% excise tax in addition to the 20% regular withholding, you would enter 30%): ______________________________

For more information or clarification regarding tax rules, please contact the NJBLS Annuity Fund Office.

Signature: ____ Date: ____________________

*********REQUIRED**********

FOR NEW JERSEY RESIDENTS ONLY[2]:

Choose One:

☐ **1. I elect <u>not to</u> have New Jersey Income tax withheld.**

☐ **2. I elect <u>to</u> have New Jersey Income Tax withheld (2.2% is automatically withheld if selected). If you wish to have more than 2.2%, please enter total percentage to be withheld (see instructions under extra federal withholding above): _________________**

Signature: ____ Date: ____________________

[1]If you do not elect to have the excise tax withheld at the time of the withdrawal, you will still be responsible for this tax when filing taxes for the year of the distribution.

[2]If you are not a New Jersey resident or elect not to have state tax withheld, you will still be responsible for any state taxes when filing taxes for the year of the distribution.

NEW JERSEY BUILDING LABORERS STATEWIDE ANNUITY FUND

APPLICATION FOR DIRECT TRANSFER/ROLLOVER

Transfer of a NJBLS Annuity Individual Account to an IRA (Individual Retirement Account) and/or an Eligible Retirement Plan

PLEASE PRINT

NAME____
LAST FIRST MIDDLE

ADDRESS____
NUMBER ~ STREET APARTMENT

____
CITY STATE ZIP CODE

SOCIAL SECURITY NO___________________________________

I am applying for benefits in accordance with the Plan Rules and Regulations. Enter the reason:

_____ Separation from industry _____ Disability _____ Retirement

I hereby request that payment from my Individual Annuity Account be made directly to…

____
IRA/ELIGIBLE RETIREMENT PLAN NAME BANK ACCOUNT NUMBER

____ **on my behalf.**
MAILING ADDRESS

I understand that by payment of my full Individual Annuity Account to the IRA or Eligible Retirement Plan, the Trustees of the NJBLS Annuity Fund will be released from any further obligations or responsibilities on my behalf and further, said Trustees shall not in any way be responsible for or accountable for future earnings or losses on the principal amount of monies so transferred.

____
PRINTED MEMBER NAME

___________________________________ ______________________
MEMBER'S SIGNATURE DATE

___________________________________ ______________________
NJBLS ANNUITY FUND REPRESENTATIVE (IN PERSON) DATE

___________________________________ ______________________
NOTARY SIGNATURE & SEAL (VIA MAIL) DATE

APPLICATION FOR DIRECT TRANSFER/ROLLOVER

CERTIFICATION

In order for the requested transfer of funds to be effective, you must also have this page completed by a representative of the Financial Institution receiving the transferred monies and return it to the NJBLS Annuity Fund Office.

TO: The Board of Trustees

RE: ____

MEMBER NAME (PLEASE PRINT) SOCIAL SECURITY NUMBER

This is to certify that the above named person has applied for, opened, will open, or has in effect an IRA with (Enter IRA Name/Bank and ID#) ______________________________ or is permitted to participate in the (Plan Name) ______________________________ which is qualified under IRS Regulations as an Eligible Retirement Plan.

The transfer of his/her Individual Account from the NJBLS Annuity Fund on his/her behalf will be accepted by us and governed by the provisions of our (Enter IRA or Plan Name):

____.

____
PRINT REPRESENTATIVE'S NAME

____
REPRESENTATIVE'S SIGNATURE

____
TITLE/POSITION

____
PHONE NUMBER

____
DATE

CC: Member

NEW JERSEY BUILDING LABORERS STATEWIDE ANNUITY FUND

APPLICATION FOR DIRECT TRANSFER/ROLLOVER

IMPORTANT INFORMATION: PLEASE READ CAREFULLY

SPECIAL TAX NOTICE REGARDING PLAN PAYMENTS

This notice explains how you can continue to defer federal income tax on your retirement savings in the New Jersey Building Laborers Statewide Annuity Fund (the "Plan") and contains important information you will need before you decide how to receive your Plan benefits.

This notice is provided to you by the Trustees of the New Jersey Building Laborers Statewide Annuity Fund ("Plan Administrator") because all or part of the payment that you will soon receive from the Plan may be eligible for rollover by you or your Plan Administrator to a traditional IRA or an eligible employer plan. A rollover is a payment by you or the Plan Administrator of all or part of your benefit to another plan or IRA that allows you to continue to postpone taxation of that benefit until it is paid to you. Your payment cannot be rolled over to a Roth IRA, a SIMPLE IRA, or a Coverdell Education Savings Account (formerly known as an education IRA). An "eligible employer plan" includes a plan qualified under section 401(a) of the Internal Revenue Code, including a 401(k) plan, profit-sharing plan, defined benefit plan, stock bonus plan, and money purchase plan; a section 403(a) annuity plan; a section 403(b) tax-sheltered annuity; and an eligible section 457(b) plan maintained by a governmental employer (governmental 457 plan).

An eligible employer plan is not legally required to accept a rollover. Before you decide to roll over your payment to another employer plan, you should find out whether the plan accepts rollovers and, if so, the types of distributions it accepts as a rollover. You should also find out about any documents that are required to be completed before the receiving plan will accept a rollover. Even if a plan accepts rollovers, it might not accept rollovers of certain types of distributions. If this is the case, you may wish instead to roll your distribution over to a traditional IRA or split your rollover amount between the employer plan in which you will participate and a traditional IRA. If an employer plan accepts your rollover, the plan may restrict subsequent distributions of the rollover amount or may require your spouse's consent for any subsequent distribution. A subsequent distribution from the plan that accepts your rollover may also be subject to different tax treatment than distributions from this Plan. Check with the administrator of the plan that is to receive your rollover prior to making the rollover.

If you have additional questions after reading this notice, you can contact your plan administrator at 1-866-999-0300.

SUMMARY

There are two ways you may be able to receive a Plan payment that is eligible for rollover:

(1) Certain payments can be made directly to a traditional IRA that you establish or to an eligible employer plan that will accept it and hold it for your benefit ("DIRECT ROLLOVER"); or

(2) The payment can be PAID TO YOU.

If you choose a DIRECT ROLLOVER:

- Your payment will not be taxed in the current year and no income tax will be withheld.
- You choose whether your payment will be made directly to your traditional IRA or to an eligible employer plan that accepts your rollover. Your payment cannot be rolled over to a Roth IRA, a SIMPLE IRA, or a Coverdell Education Savings Account because these are not traditional IRAs.
- The taxable portion of your payment will be taxed later when you take it out of the traditional IRA or the eligible employer plan. Depending on the type of plan, the later distribution may be subject to different tax treatment than it would be if you received a taxable distribution from this Plan.

If you choose to have a Plan payment that is eligible for rollover PAID TO YOU:

- You will receive only 80% of the taxable amount of the payment, because the Plan Administrator is required to withhold 20% of that amount and send it to the IRS as income tax withholding to be credited against your taxes.
- The taxable amount of your payment will be taxed in the current year unless you roll it over. Under limited circumstances, you may be able to use special tax rules that could reduce the tax you owe. However, if you receive the payment before age 59 1/2, you may have to pay an additional 10% tax.
- You can roll over all or part of the payment by paying it to your traditional IRA or to an eligible employer plan that accepts your rollover within 60 days after you receive the payment. The amount rolled over will not be taxed until you take it out of the traditional IRA or the eligible employer plan.
- If you want to roll over 100% of the payment to a traditional IRA or an eligible employer plan, <u>you must find other money to replace the 20% of the taxable portion that was withheld</u>. If you roll over only the 80% that you received, you will be taxed on the 20% that was withheld and that is not rolled over.

<u>Your Right to Waive the 30-Day Notice Period.</u>

Generally, neither a direct rollover nor a payment can be made from the plan until at least 30 days after your receipt of this notice. Thus, after receiving this notice, you have at least 30 days to consider whether or not to have your withdrawal directly rolled over. If you do not wish to wait until this 30-day notice period ends before your election is processed, you may waive the notice period by making an affirmative election indicating whether or not you wish to make a direct rollover. Your withdrawal will then be processed in accordance with your election as soon as practical after it is received by the Plan Administrator.

MORE INFORMATION

I. PAYMENTS THAT CAN AND CANNOT BE ROLLED OVER

Payments from the Plan may be "eligible rollover distributions." This means that they can be rolled over to a traditional IRA or to an eligible employer plan that accepts rollovers. Payments from a plan cannot be rolled over to a Roth IRA, a SIMPLE IRA, or a Coverdell Education Savings Account. Your Plan administrator should be able to tell you what portion of your payment is an eligible rollover distribution.

The following types of payments **cannot** be rolled over:

Payments Spread over Long Periods

You cannot roll over a payment if it is part of a series of equal (or almost equal) payments that are made at least once a year and that will last for:

- Your lifetime (or a period measured by your life expectancy), or
- Your lifetime and your beneficiary's lifetime (or a period measured by your joint life expectancies), or
- A period of 10 years or more.

Required Minimum Payments

Beginning when you reach age 70½ on or before December 31, 2019 you must begin to collect your Accumulated Share in the Fund no later than the April 1st following the later of: (1) the calendar year in which you attain age 70½, or, if later, (2) the calendar year in which you terminate employment or for participants who attain age 70½ after December 31, 2019 you must begin to collect your Accumulated Share in the Fund no later than the April 1st following the later of: (1) the calendar year in which you attain age 72, or, if later, (2) the calendar year in which you terminate employment; a certain portion of your payment cannot be rolled over because it is a "required minimum payment" that must be paid to you. Special rules apply if you own more than 5% of your employer.

Loans Treated as Distributions

The amount of a plan loan that becomes a taxable deemed distribution because of a default cannot be rolled over. However, a loan-offset amount is eligible for rollover, as discussed in Part III below. Ask the Plan Administrator of this Plan if distribution of your loan qualifies for rollover treatment.

The Plan Administrator of this Plan should be able to tell you if your payment includes amounts that cannot be rolled over.

II. DIRECT ROLLOVER

A DIRECT ROLLOVER is a direct payment of the amount of your Plan benefits to a traditional IRA or an eligible employer plan that will accept it. You can choose a DIRECT ROLLOVER of all or any portion of your payment that is an eligible rollover distribution, as described in Part I above. You are not taxed on any taxable portion of your payment for which you choose a DIRECT ROLLOVER until you later take it out of the traditional IRA or eligible employer plan. In addition, no income tax withholding is required for any taxable portion of your Plan benefits for which you choose a DIRECT ROLLOVER. This Plan might not let you choose a DIRECT ROLLOVER if your distributions for the year are less than $200.

DIRECT ROLLOVER to a Traditional IRA

You can open a traditional IRA to receive the direct rollover. If you choose to have your payment made directly to a traditional IRA, contact an IRA sponsor (usually a financial institution) to find out how to have your payment made in a direct rollover to a traditional IRA at that institution. If you are unsure of how to invest your money, you can temporarily establish a traditional IRA to receive the payment. However, in choosing a traditional IRA, you may wish to make sure that the traditional IRA you choose will allow you to move all or a part of your payment to another traditional IRA at a later date, without penalties or other limitations. See IRS Publication 590, Individual Retirement Arrangements, for more information on traditional IRAs (including limits on how often you can roll over between IRAs).

DIRECT ROLLOVER to a Plan

If you are employed by a new employer that has an eligible employer plan, and you want a direct rollover to that plan, ask the plan administrator of that plan whether it will accept your rollover. An eligible employer plan is not legally required to accept a rollover. Even if your new employer's plan does not accept a rollover, you can choose a DIRECT ROLLOVER to a traditional IRA. If the employer plan accepts your rollover, the plan may provide restrictions on the circumstances under which you may later receive a distribution of the rollover amount or may require spousal consent to any subsequent distribution. Check with the plan administrator of that plan before making your decision.

DIRECT ROLLOVER of a Series of Payments

If you receive a payment that can be rolled over to a traditional IRA or an eligible employer plan that will accept it, and it is paid in a series of payments for less than 10 years, your choice to make or not make a DIRECT ROLLOVER for a payment will apply to all later payments in the series until you change your election. You are free to change your election for any later payment in the series.

Change in Tax Treatment Resulting from a DIRECT ROLLOVER

The tax treatment of any payment from the eligible employer plan or traditional IRA receiving your DIRECT ROLLOVER might be different than if you received your benefit in a taxable distribution directly from the Plan. For example, if you were born before January 1, 1936, you might be entitled to ten-year averaging or capital gain treatment, as explained below. However, if you have your benefit rolled over to a section 403(b) tax-sheltered annuity, a governmental 457 plan, or a traditional IRA in a DIRECT ROLLOVER, your benefit will no longer be eligible for that special treatment. See the sections below entitled "Additional 10% Tax if You Are under Age 59 1/2" and "Special Tax Treatment if You Were Born before January 1, 1936."

III. PAYMENT PAID TO YOU

If your payment can be rolled over (see Part I above) and the payment is made to you in cash, it is subject to 20% federal income tax withholding on the taxable portion (state tax withholding may also apply). The payment is taxed in the year you receive it unless, within 60 days, you roll it over to a traditional IRA or an eligible employer plan that accepts rollovers. If you do not roll it over, special tax rules may apply.

Mandatory Withholding

If any portion of your payment can be rolled over under Part I above and you do not elect to make a DIRECT ROLLOVER, the Plan is required by law to withhold 20% of the taxable amount. This amount is sent to the IRS as federal income tax withholding. For example, if you can roll over a taxable payment of $10,000, only $8,000 will be paid to you because the Plan must withhold $2,000 as income tax. However, when you prepare your income tax return for the year, unless you make a rollover within 60 days (see "Sixty-Day Rollover Option" below), you must report the full $10,000 as a taxable payment from the Plan. You must report the $2,000 as tax withheld, and it will be credited against any income tax you owe for the year. There will be no income tax withholding if your payments for the year are less than $200.

Voluntary Withholding

If any portion of your payment is taxable but cannot be rolled over under Part I above, the mandatory withholding rules described above do not apply. In this case, you may elect not to have withholding apply to that portion. If you do nothing, an amount will be taken out of this portion of your payment for federal income tax withholding. To elect out of withholding, ask the Plan Administrator for the election form and related information.

Sixty-Day Rollover Option

If you receive a payment that can be rolled over under Part I above, you can still decide to roll over all or part of it to a traditional IRA or to an eligible employer plan that accepts rollovers. If you decide to roll over, you must contribute the amount of the payment you received to a traditional IRA or eligible employer plan within 60 days after you receive the payment. The portion of your payment that is rolled over will not be taxed until you take it out of the traditional IRA or the eligible employer plan.

You can roll over up to 100% of your payment that can be rolled over under Part I above, including an amount equal to the 20% of the taxable portion that was withheld. If you choose to roll over 100%, you must find other money within the 60-day period to contribute to the traditional IRA or the eligible employer plan, to replace the 20% that was withheld. On the other hand, if you roll over only the 80% of the taxable portion that you received, you will be taxed on the 20% that was withheld.

> Example: The taxable portion of your payment that can be rolled over under Part I above is $10,000, and you choose to have it paid to you. You will receive $8,000, and $2,000 will be sent to the IRS as income tax withholding. Within 60 days after receiving the $8,000, you may roll over the entire $10,000 to a traditional IRA or an eligible employer plan. To do this, you roll over the $8,000 you received from the Plan, and you will have to find $2,000 from other sources (your savings, a loan, etc.). In this case, the entire $10,000 is not taxed until you take it out of the traditional IRA or an eligible employer plan. If you roll over the entire $10,000, when you file your income tax return you may get a refund of part or all of the $2,000 withheld.
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> If, on the other hand, you roll over only $8,000, the $2,000 you did not roll over is taxed in the year it was withheld. When you file your income tax return, you may get a refund of part of the $2,000 withheld. (However, any refund is likely to be larger if you roll over the entire $10,000.)

Additional 10% Tax If You Are under Age 59 1/2

If you receive a payment before you reach age 59 1/2 and you do not roll it over, then, in addition to the regular income tax, you may have to pay an extra tax equal to 10% of the taxable portion of the payment. The additional 10% tax generally does not apply to (1) payments that are paid after you separate from service with your employer during or after the year you reach age 55, (2) payments that are paid because you retire due to disability, (3) payments that are paid as equal (or almost equal) payments over your life or life expectancy (or your and your beneficiary's lives or life expectancies), (4) payments that are paid directly to the government to satisfy a federal tax levy, (5) payments that are paid to an alternate payee under a qualified domestic relations order, or (6) payments that do not exceed the amount of your deductible medical expenses. See IRS Form 5329 for more information on the additional 10% tax.

The additional 10% tax will not apply to distributions from a governmental 457 plan, except to the extent the distribution is attributable to an amount you rolled over to that plan (adjusted for investment returns) from another type of eligible employer plan or IRA. Any amount rolled over from a governmental 457 plan to another type of eligible employer plan or to a traditional IRA will become subject to the additional 10% tax if it is distributed to you before you reach age 59 1/2, unless one of the exceptions applies.

Special Tax Treatment If You Were Born before January 1, 1936

If you receive a payment from a plan qualified under section 401(a) or a section 403(a) annuity plan that can be rolled over under Part I and you do not roll it over to a traditional IRA or an eligible employer plan, the payment will be taxed in the year you receive it. However, if the payment qualifies as a "lump sum distribution," it may be eligible for special tax treatment. A lump sum distribution is a payment, within one year, of your entire balance under the Plan (and certain other similar plans of the employer) that is payable to you after you have reached age 59 1/2 or because you have separated from service with your employer (or, in the case of a self-employed individual, after you have reached age 59 1/2 or have become disabled). For a payment to be treated as a lump sum distribution, you must have been a participant in the plan for at least five years before the year in which you received the distribution. The special tax treatment for lump sum distributions that may be available to you is described below.
Ten-Year Averaging. If you receive a lump sum distribution and you were born before January 1, 1936, you can make a one-time election to figure the tax on the payment by using "10-year averaging" (using 1986 tax rates). Ten-year averaging often reduces the tax you owe.

Capital Gain Treatment

If you receive a lump sum distribution and you were born before January 1, 1936, and you were a participant in the Plan before 1974, you may elect to have the part of your payment that is attributable to your pre-1974 participation in the Plan taxed as long-term capital gain at a rate of 20%.

There are other limits on the special tax treatment for lump sum distributions. For example, you can generally elect this special tax treatment only once in your lifetime, and the election applies to all lump sum distributions that you receive in that same year. You may not elect this special tax treatment if you rolled amounts into this Plan from a 403(b) tax-sheltered annuity contract, a governmental 457 plan, or from an IRA not originally attributable to a qualified employer plan. If you have previously rolled over a distribution from this Plan (or certain other similar plans of the employer), you cannot use this special averaging treatment for later payments from the Plan. If you roll over your payment to a traditional IRA, governmental 457 plan, or 403(b) tax-sheltered annuity, you will not be able to use special tax treatment for later payments from that IRA, plan, or annuity. Also, if you roll over only a portion of your payment to a traditional IRA, governmental 457 plan, or 403(b) tax-sheltered annuity, this special tax treatment is not available for the rest of the payment. See IRS Form 4972 for additional information on lump sum distributions and how you elect the special tax treatment.

Repayment of Plan Loans
If your employment ends and you have an outstanding loan from your Plan, your employer may reduce (or "offset") your balance in the Plan by the amount of the loan you have not repaid. The amount of your loan offset is treated as a distribution to you at the time of the offset and will be taxed unless you roll over an amount equal to the amount of your loan offset to another qualified employer plan or a traditional IRA within 60 days of the date of the offset. If the amount of your loan offset is the only amount you receive or are treated as having received, no amount will be withheld from it. If you receive other payments of cash or property from the Plan, the 20% withholding amount will be based on the entire amount paid to you, including the amount of the loan offset. The amount withheld will be limited to the amount of other cash or property paid to you (other than any employer securities). The amount of a defaulted plan loan that is a taxable deemed distribution cannot be rolled over.

IV. SURVIVING SPOUSES, ALTERNATE PAYEES, AND OTHER BENEFICIARIES

In general, the rules summarized above that apply to payments to employees also apply to payments to surviving spouses of employees and to spouses or former spouses who are "alternate payees." You are an alternate payee if your interest in the Plan results from a "qualified domestic relations order," which is an order issued by a court, usually in connection with a divorce or legal separation.

If you are a surviving spouse or an alternate payee, you may choose to have a payment that can be rolled over, as described in Part I above, paid in a DIRECT ROLLOVER to a traditional IRA or to an eligible employer plan or paid to you. If you have the payment paid to you, you can keep it or roll it over yourself to a traditional IRA or to an eligible employer plan. Thus, you have the same choices as the employee.

If you are a beneficiary other than a surviving spouse or an alternate payee, you cannot choose a direct rollover, and you cannot roll over the payment yourself.

If you are a surviving spouse, an alternate payee, or another beneficiary, your payment is generally not subject to the additional 10% tax described in Part III above, even if you are younger than age 59 1/2.

If you are a surviving spouse, an alternate payee, or another beneficiary, you may be able to use the special tax treatment for lump sum distributions as described in Part III above. If you receive a payment because of the employee's death, you may be able to treat the payment as a lump sum distribution if the employee met the appropriate age requirements, whether or not the employee had 5 years of participation in the Plan.

V. HOW TO OBTAIN ADDITIONAL INFORMATION

This notice summarizes only the federal (not state or local) tax rules that might apply to your payment. The rules described above are complex and contain many conditions and exceptions that are not included in this notice. Therefore, you may want to consult with the Plan Administrator or a professional tax advisor before you take a payment of your benefits from your Plan. Also, you can find more specific information on the tax treatment of payments from qualified employer plans in IRS Publication 575, Pension and Annuity Income, and IRS Publication 590, Individual Retirement Arrangements. These publications are available from your local IRS office, on the IRS's Internet Web Site at *www.irs.gov*, or by calling 1-800-TAX-FORMS.