

**St. Cloud School District 742 Human Resources Department  
403(b) Enrollment Information**

\_\_\_\_\_  
**Employee Name**

\_\_\_\_\_  
**Employee #**

\_\_\_\_\_  
**Social Security #**

- |                                       |  |   |
|---------------------------------------|--|---|
| <input type="checkbox"/> Teacher      | <input type="checkbox"/> Non-Represented*      | <input type="checkbox"/> Administrator                        |
| <input type="checkbox"/> Clerical*    | <input type="checkbox"/> Nutritional Services* | <input type="checkbox"/> Custodian (Not eligible for Match)   |
| <input type="checkbox"/> Interpreter* | <input type="checkbox"/> Paraprofessional*     | <input type="checkbox"/> Bus Drivers (Not eligible for Match) |

**CONTRIBUTION INFORMATION**

SALARY REDUCTION ELECTION			403(b) SERVICE PROVIDER	EMPLOYEE CONTRIBUTION	DISTRICT MATCH
(Circle Action Required)				(Per Pay Period)	(Yearly Total)
ADD	CHANGE	STOP	AXA Equitable Life: EQUI-VEST Strategies Group Variable Annuity		
ADD	CHANGE	STOP	EFS/ESI Great American/Annuity Investors: Group Variable Annuity		
ADD	CHANGE	STOP	Horace Mann: Group Variable Annuity		

This agreement is intended to meet the requirements of, and qualify under, Section 403(b) of the Internal Revenue Code of 1986, as amended, and of the plan adopted by the Employer. The Employer and Employee agree that the employment agreement between Employer and Employee is being initiated or amended as stated above. This amendment is incorporated and made a part of the agreement as of the effective date above.

The terms of this Agreement are as follows: 1) The Agreement is a legal and binding contract and is irrevocable with respect to amount earned while it is in effect, and applies only to amounts earned while it is in effect; 2) It shall automatically apply to the employment agreement between Employer and Employee for each succeeding year unless amended or terminated by a written notice to Employer; 3) It is terminable at any time for amounts not earned subject to applicable provisions of the bargaining agreement between the School District and the employee's bargaining unit; 4) A termination request remains in effect unless or until a new Agreement is submitted; 5) It replaces any previous Agreement and therefore includes all applicable contribution choices; 6) Employee irrevocably releases all present and/or future rights to receive payment of said sum/total earned from Employer while this agreement is in effect in exchange for the release of the money as pay it is being diverted to the employee account with the Investment Provider Identified above.

The maximum amount of salary reduction may not exceed the limits of IRC 401(a)(30), 402(g)(1), 403(b)(1)(E), 415(c) and any other applicable IRC provisions.

\_\_\_\_\_  
EMPLOYEE SIGNATURE

\_\_\_\_\_  
DATE

To be completed by vendor representative to verify account has been set up with the selected company.

\_\_\_\_\_  
SIGNATURE OF VENDOR REPRESENTATIVE

\_\_\_\_\_ and/or \_\_\_\_\_  
ACCOUNT #

Acceptance of the above request and its provisions is hereby acknowledged this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

For: St. Cloud Area School District 742

By: \_\_\_\_\_  
Employer Representative

**NOTE: If you are increasing your District match amount, this form is due in Human Resources by August 31<sup>st</sup>.**

**St. Cloud Human Resources Department 403(b) Information**

	Current Years of Service in the District	Matching Contributions		Current Years of Service in the District	Matching Contributions
<b>Teacher</b>  <b>X24 pay periods</b>	0-3	No Match	<b>*Non-Represented</b>  <b>X24 pp for 12 mo</b> <b>X17 pp for 9 &amp; 10</b> <b>month employees</b>	0-3	No Match
	4-8	\$500		4-8	\$300
	9-12	\$1,000		9-12	\$400
	13-16	\$1,500		13-17	\$500
	17+	\$2,000		18-26+	\$875
<b>*Interpreter</b>  <b>X17 pay periods</b>	0-4	No Match	<b>*Clerical X24 pp</b> <b>&amp; *Nutritional</b> <b>Services X17 pp</b>	0-3	No Match
	5-8	\$135		4-8	\$275
	9-12	\$170		9-15	\$300
	13-25+	\$200		16-26+	\$350
<b>Administrator</b>  <b>X24 pay periods</b>	0-1	No Match	<b>*Paraprofessional</b>  <b>X17 pay periods</b>	0-4	No Match
	2-3	\$1,000		5-8	\$100
	4+	\$2,000		9-12	\$125
				13-25+	\$170

**\*Employees in these groups electing to receive the 403(b) match, must elect to accrue 100 days of accumulative leave before receiving Wellness Pay, per your negotiated agreement.**

*The new 403(b) regulations require Aggregation of your prior 403(b)/457 deposit history. To assist us in our compliance requirements, please provide the following:*

Prior 403(b) Vendors I have contributed to since 2005:

Vendor name: \_\_\_\_\_ Account # \_\_\_\_\_ Loans (Y/N) \_\_\_\_ Hardships (Y/N) \_\_\_\_

Vendor name: \_\_\_\_\_ Account # \_\_\_\_\_ Loans (Y/N) \_\_\_\_ Hardships (Y/N) \_\_\_\_

Vendor name: \_\_\_\_\_ Account # \_\_\_\_\_ Loans (Y/N) \_\_\_\_ Hardships (Y/N) \_\_\_\_

Vendor name: \_\_\_\_\_ Account # \_\_\_\_\_ Loans (Y/N) \_\_\_\_ Hardships (Y/N) \_\_\_\_

Please indicate the correct legal name, account number and social security # the above Vendors used for your account(s) with them. \_\_\_\_\_

Have you enacted any "Rollovers" from the accounts above? Please explain when and where you rolled these account values, if you did. \_\_\_\_\_

I have not contributed to any 403(b) vendors prior to January 1<sup>st</sup>, 2009 \_\_\_\_\_

Any questions regarding the information requested on this page please call:

Ann Latterelle at SOMI: 651-695-2539 or Cindy Sheffield 651-695-2525