

Salary Deferral Agreement Concordia Retirement Savings Plan

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Concordia Plan Services
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Part 1: Participant Information

_____	_____	_____	_____
Last Name	First Name	MI	Social Security Number
_____			_____
Address - Number and Street			E-mail Address
_____	_____	_____	_____
City	State	Zip Code	Date of Birth (mm/dd/yyyy)
(____) _____	(____) _____		
Home Phone	Work Phone		

Under IRS 403(b) regulations effective 1/1/2009, employers have administrative and compliance responsibilities that require the following information:

- Total amount contributed through payroll deductions to any 403(b) provider(s) during the 2010 calendar year (exclude CRSP contributions with current employer) \$_____.
- If you have authorized payroll deductions to any 403(b) provider between 1/1/2005 and 12/31/2008, please list provider name(s):

- Do you have any outstanding 403(b) loans with CRSP or another provider? Yes No
If yes, do you need payroll deductions set-up to repay the loan? Yes No
- Have you taken a 403(b) Hardship Withdrawal in the past 6 months? Yes No If yes, what was the date of the withdrawal? _____ Note: Salary deferrals cannot begin until six months after the withdraw date.

Part 2: Authorization for Regular Deferral

Payroll Information: This section is for regular pay-period withholdings only; it does not include any annual Catch-up contribution amounts. Specify one of the following:

- New Enrollment Restart Increase Payroll Deductions Decrease Payroll Deduction Stop Deductions

Pre-Tax Contributions:

You may contribute up to the annual maximum allowable under the Internal Revenue Code and applicable provisions of this Plan. Currently (in 2010) the annual maximum is \$16,500 or 100% of your base salary, whichever is less.

However, if you will be age 50 or older this calendar year, or you have been employed at least 15 years with The Lutheran Church—Missouri Synod, you may be eligible to contribute more than the maximum shown above. For more information about Catch-up contributions, see the back side of this form.

- I hereby authorize my employer to deduct _____% or \$_____ (do not complete both) from my base salary **per pay period** as regular pre-tax contributions. I understand that these contributions will be withheld from my paycheck and contributed by my employer to the Concordia Retirement Savings Plan on my behalf to my pre-tax account.
- I hereby elect not to contribute pre-tax dollars to the Concordia Retirement Savings Plan and thereby do not authorize any deductions of pre-tax dollars from my paycheck. Any prior payroll authorization to withhold pre-tax dollars is hereby cancelled.

(Continued on reverse)

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Part 3: Authorization for Catch-up Contributions (Optional)

Payroll Information

You may elect Service Catch-up AND Age 50 Catch-up if you qualify for both. If you stop regular deferrals and/or do not defer the maximum amount allowed within a calendar year, the Catch-up contributions you may have requested will not be considered Catch-up contributions but will instead revert to regular deferrals. The 2010 annual maximum of \$49,000 applies to all 403(b) and 401(k) plan contributions combined.

Service Catch-up Election

I understand that to be eligible for the Service Catch-up option I must have completed 15 or more years of service with The Lutheran Church—Missouri Synod. I also understand that I must satisfy this *annual* Service Catch-up option (if I have the 15 years or more of service and have not yet satisfied the full \$15,000 *lifetime* limit) before I can use the Age 50 Catch-up option.

2010 Service Catch-up amount \$ _____. (The maximum Service Catch-up amount I can defer is the least of the amounts indicated in Column A, Column B, or Column C. This amount will be divided by the remaining number of pay periods during the calendar year.)

Column A	Column B	Column C
\$3,000.00 (Annual Maximum) OR My Remaining Lifetime Balance \$ _____ \$ _____	\$15,000.00 (Lifetime Maximum) MINUS all my prior Service Catch-up amounts \$ _____ equals: \$ _____	\$5,000.00 TIMES number of years of service with my current employer _____, equals \$ _____; MINUS all prior years' elective deferrals (to 403(b), 401(k), and SEP plans) \$ _____, equals: \$ _____

Age 50 Catch-up Election

I understand that to be eligible for the Age 50 Catch-up option, I must be: age 50 or older during this calendar year; have satisfied the annual Service Catch-up option, if applicable; and currently be deferring the maximum allowable regular deferral under IRS Code and applicable regulations and/or my plan. I understand that I may contribute \$5,500 for Age 50 Catch-up in 2010.

2010 Age 50 Catch-up amount \$ _____. (This amount will be divided by the remaining number of pay periods during the calendar year.)

Part 4: Required Signatures

I have completed, understand, and agree to the terms of this Agreement and authorize the payroll deductions as indicated on this form. This agreement shall apply to all compensation paid from the effective date specified, until cancelled, superseded, or I cease to be an eligible employee. This agreement supersedes all previous agreements.

I understand that I may change the percentage of base salary or dollar amount contributed to the Concordia Retirement Savings Plan only when and as allowed under the terms of the Plan. I also understand that it is my responsibility to comply with the Internal Revenue Code deferral limits.

Total pre-tax contributions under the CRSP include both the regular deferrals (Part 2) and any amounts elected under the optional catch-up provisions (Part 3). Total annual withholdings equal \$ _____ (Part 2 plus Part 3 multiplied by the number of pay periods).

Payroll Effective Date: _____
Month Day Year

Participant Signature

Date

Participant: Forward this form to your Payroll Department or Congregational Treasurer.

I have reviewed this Salary Deferral Agreement and will take action necessary for IRS and Plan compliance.

Authorized Employer Signature

Date

Employer Representative: For workers with regular deferrals only - retain this document for your records. For workers with catch-up contributions - retain this document and send a copy to Concordia Plan Services.