Southern California Pipe Trades Defined Contribution Fund Death Benefit Application

☐ LO56050511 (Spouse Beneficiary)

☐ LO56050512 (Non-Spouse Beneficiary)

Complete all applicable sections and return pages 1-3 to:

Southern California Pipe Trades Administrative Corporation
Defined Contribution Department
501 Shatto Place, 5th Floor
Los Angeles, CA 90020

Save notices on pages 5—10 for your records.

(800) 595-7473 OR (213) 385-6161

YOU ARE ENCOURAGED TO CONSULT WITH A TAX EXPERT BEFORE MAKING YOUR ELECTION.

SECTION 1—PARTICIPANT INFORMATION

Participant Name

Date of Death

Social Security Number

PLEASE ATTACH A COPY OF THE DEATH CERTIFICATE

SECTION 2—BENEFICIARY INFORMATION

Beneficiary Name

Relationship

Social Security Number

Date of Birth

Street Address (the address to which payments to you and Form 1099-R should be sent)

City, State, ZIP Code

Phone Number

SECTION 3—PAYMENT OPTIONS FOR SPOUSE BENEFICIARIES (SELECT A OR B)

Pay the benefit due to me as follows:

A ☐ DIRECT ROLLOVER

Choose one of the following options:

- ☐ **Rollover to a Traditional IRA**
- ☐ **Rollover to a ROTH IRA (subject to current taxes—complete withholding elections in Sections 5 and 6)**
- ☐ **Rollover to a Qualified Employer Plan (subject to the plan accepting rollovers, including Roth account money if included in your rollover)**

IRA OR QUALIFIED PLAN INFORMATION

Any part of my account in this Defined Contribution Fund which is eligible for rollover should be directly rolled over to my IRA or qualified employer plan, as I have indicated in this section.

NAME AND ACCOUNT # OF IRA OR NEW EMPLOYER PLAN: ____________________

Please Note: if you selected one of the rollover options above, the Plan will issue a check payable to the financial institution you list on your distribution form, however the check will be mailed to your address of record. It will be your responsibility to forward the check to your financial institution for deposit.

B ☐ **ISSUE CHECK DIRECTLY TO ME (Subject to tax withholding—complete Sections 5 and 6)**

(A check will be made payable to you and mailed to your address of record, unless the electronic payment option is completed in Section 8 of Page 3)

SECTION 4—PAYMENT ELECTION FOR NON-SPOUSE BENEFICIARIES (SELECT A OR B)

A ☐ **DIRECT ROLLOVER TO AN INHERITED IRA**

Choose one of the following options:

☐ **Rollover to an Inherited Traditional IRA**

☐ **Rollover to an Inherited ROTH IRA (subject to current taxes—complete withholding elections in Sections 5 and 6)**

INHERITED **IRA INFORMATION**

Any part of my account in this Defined Contribution Fund which is eligible for rollover should be directly rolled over to my INHERITERD IRA, as I have indicated in this section. (A check will be mailed to you and it will be your responsibility to deliver it to the financial institution.)

NAME AND ACCOUNT # OF IRA: ____

____

____

B ☐ **ISSUE CHECK DIRECTLY TO ME (Subject to tax withholding—complete Sections 5 and 6)**

(A check will be made payable to you and mailed to your address of record, unless the electronic payment option is completed in Section 8 of Page 3)

SECTION 5—FEDERAL TAX WITHHOLDING

A. Roth IRA Rollover. If you elected to roll over your balance to a Roth IRA in Section 3 or Section 4 above, federal withholding is not mandatory.

☐ I want _______% or $___________ withheld for federal income tax.

☐ I do NOT want to have federal income tax withheld from my benefit payment.

B. Direct Payment to You. If you elected to have a check made payable to you in Section 3 or Section 4 above, any part of your distribution that is eligible for rollover is subject to mandatory 20% federal withholding.

☐ In addition to the mandatory 20% federal withholding I want _______% or $___________ withheld for federal income tax.

Please Note: If you elect federal income tax withholding on a rollover to a Roth IRA, you will receive a second 1099-R for the withholding amount. If you are rolling over Roth Contributions and you are under age 59½ or if your first Roth contribution was made less than 5 years ago, this will be considered a non-qualified distribution and the earnings attributable to your Roth Contributions will be taxed (unless an exception applies). If you are under age 59½ you may be subject to a 10% federal early distribution penalty and a state tax penalty where applicable (unless an exception applies). Please see the attached rollover notices and consult with your tax advisor to understand the tax implications for you.

SECTION 6—STATE TAX WITHHOLDING

STATE TAX WITHHOLDING: State tax will be withheld according to the rules and rates in effect at the time of your distribution. If you reside in a state that requires mandatory withholding, your election to not have taxes withheld will be disregarded, and your distribution will be subject to the minimum required withholding. If you elect State tax to be withheld, Federal tax must also be withheld.
CHECK ONLY ONE:

☐ I do ☐ I do NOT want to have state income tax withheld from my benefit payments. (Name of State: ________)

If you indicated " I do" above, please specify the state tax amount you would like withheld. I want: _______% or $___________ withheld for state tax.

SECTION 7—NOTICE TO ALL PAYEES REGARDING WITHHOLDING

PLEASE NOTE: Even if you elect not to have income taxes withheld, you are liable for the payment of taxes due on the taxable portion of your payment. You may also be subject to tax penalties under the Estimated Tax Payment rules if your payment of estimated tax and withholding are not adequate. Some states mandate withholding. If so, taxes will be withheld regardless of your election.

SECTION 8—ELECTRONIC PAYMENT OPTION

THIS OPTION IS ONLY AVAILABLE IF YOU SELECTED OPTION B IN SECTION 3 OR 4. *PLEASE NOTE: IF YOU OPTED NOT TO HAVE STATE TAX WITHHELD FROM YOUR BENEFIT PAYMENT IN SECTION 6 ABOVE, AND YOU RESIDE IN ANY OF THE FOLLOWING STATES, THE ELECTRONIC PAYMENT OPTION IS NOT AVAILABLE: ARKANSAS, CALIFORNIA, DELAWARE, GEORGIA, MAINE, NORTH CAROLINA, OREGON or VERMONT.

☐ I elect to have my distribution deposited to my personal account via ACH electronic transfer. Send my distribution to my

☐ checking ☐ savings account at:

Financial Institution Name: ______________________________

Address: ______________________________

Phone Number: ______________________________

ABA (Routing) Number: ______________________________

Account Number: ______________________________

We recommend that you attach a copy of your financial institution's ACH instructions. If the transfer information provided is incorrect or incomplete, a check will be issued and mailed to you.

SECTION 9—WAIVER OF THIRTY DAY NOTIFICATION AND WAITING PERIOD

The IRS requires a thirty-day waiting period following receipt of the tax notice. The purpose of this waiting period is to allow you sufficient time to review tax options before taking a distribution. Generally, neither a direct rollover nor a payment can be made from the Plan until at least 30 days after your receipt of the tax notice. Thus, after receiving the 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 by placing a check mark in Box **[A]** below and by signing the *Distribution Consent* in Section 10. Your distribution will then be processed in accordance with your election as soon as practical after it is received by the Plan Administrator.

I received the notices on (mm/dd/yy) ____________________, and

CHECK ONLY ONE:

A. ☐ I understand the explanation of options and choose to waive the thirty-day waiting period.

B. ☐ I understand that the distribution will not be processed before thirty days have elapsed.

SECTION 10—BENEFICIARY DISTRIBUTION CONSENT

I have read and understand the notices on pages 5—10 below. In addition, I understand that it is my responsibility to obtain all necessary information from the IRA institution for a direct rollover. I certify that (i) this information is correct and (ii) the IRA will accept a direct rollover. I acknowledge that I have been advised to consult a tax advisor regarding any tax consequences this distribution may have.

I have read and understand all the notices presented and if I had any questions, I have asked them of the Southern California Pipe Trades Administrative Corporation and have received acceptable answers. Upon payment in full of my benefit (account) in the Plan, I release the Plan Administrator, the Trustees and my Employer from and against any and all claims I may have or hereafter claim to have against said Administrator, Trustee or Employer, but only with respect to my interest in said Plan. Nothing contained in this release is intended to relieve any fiduciary of an obligation or duty under ERISA, or to violate the provisions of Section 410 of ERISA.

I understand that if the vested value of my benefit is less than $1,000 and I do not return this form within 30 days, I may automatically be paid a lump sum benefit in cash and all required (federal and state) income taxes will be withheld.

I hereby authorize payment of my vested account balance as indicated above.

I HAVE ATTACHED A CERTIFIED COPY OF THE DEATH CERTIFICATE.

X ______________________________ ____________________

Signature of Beneficiary Date

***Please NOTE: For spouse and child beneficiaries, a copy of the marriage or birth certificate is required when the Fund Office does not have a signed Enrollment & Beneficiary Form on file that names the spouse/child as the beneficiary and if the spouse/child was not previously enrolled in a health plan administered by the Southern California Pipe Trades. For beneficiaries other than a spouse or child, proof of relationship may be required as well.**

- **RETURN pages 1—3 to the Southern California Pipe Trades Administrative Corporation (address on page 1).**
- **SAVE pages 5-10 for your records.**

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PRE-TAX 401(k) ACCOUNT ROLLOVER NOTICE

YOUR ROLLOVER OPTIONS

(For Payments Not From a Designated Roth Account)

You are receiving this notice because all or a portion of a payment you are receiving from the Southern California Pipe Trades Defined Contribution Fund (the "Plan") is eligible to be rolled over to an IRA or an employer plan. This notice is intended to help you decide whether to do such a rollover.

This notice describes the rollover rules that apply to payments from the Plan that are not from a designated Roth account (a type of account with special tax rules in some employer plans). If you also receive a payment from a designated Roth account in the Plan, you will be provided a different notice for that payment, and the Plan administrator or the payor will tell you the amount that is being paid from each account.

Rules that apply to most payments from a plan are described in the "General Information About Rollovers" section. Special rules that only apply in certain circumstances are described in the "Special Rules and Options" section.

GENERAL INFORMATION ABOUT ROLLOVERS

How can a rollover affect my taxes?
You will be taxed on a payment from the Plan if you do not roll it over. If you are under age 59½ and do not do a rollover, you will also have to pay a 10% additional income tax on early distributions (unless an exception applies). However, if you do a rollover, you will not have to pay tax until you receive payments later and the 10% additional income tax will not apply if those payments are made after you are age 59½ (or if an exception applies).

Where may I roll over the payment?
You may roll over the payment to either an IRA (an individual retirement account or individual retirement annuity) or an employer plan (a tax-qualified plan, section 403(b) plan, or governmental section 457(b) plan) that will accept the rollover. The rules of the IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the IRA or employer plan (for example, no spousal consent rules apply to IRAs and IRAs may not provide loans). Further, the amount rolled over will become subject to the tax rules that apply to the IRA or employer plan.

How do I do a rollover?
There are two ways to do a rollover. You can do either a direct rollover or a 60-day rollover.

If you do a direct rollover, the Plan will issue a check payable to the financial institution indicated on your distribution form, however the check will be mailed to your address of record, and it will be your responsibility to forward the check to your IRA or your employer plan. You should contact the IRA sponsor or the administrator of the employer plan for information on how to do a direct rollover.

If you do not do a direct rollover, you may still do a rollover by making a deposit into an IRA or eligible employer plan that will accept it. You will have 60 days after you receive the payment to make the deposit. If you do not do a direct rollover, the Plan is required to withhold 20% of the payment for federal income taxes. This means that, in order to roll over the entire payment in a 60-day rollover, you must use other funds to make up for the 20% withheld. If you do not roll over the entire amount of the payment, the portion not rolled over will be taxed and will be subject to the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

How much may I roll over?
If you wish to do a rollover, you may roll over all or part of the amount eligible for rollover. Any payment from the Plan is eligible for rollover, except:

- Certain payments spread over a period of at least 10 years or over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Required minimum distributions after age 70½ (or after death)
- Hardship distributions
- Corrective distributions of contributions that exceed tax law limitations
- The Plan administrator or the payor can tell you what portion of a payment is eligible for rollover.

If I don't do a rollover, will I have to pay the 10% additional income tax on early distributions?
If you are under age 59½, you will have to pay the 10% additional income tax on early distributions for any payment from the Plan (including amounts withheld for income tax) that you do not roll over, unless one of the exceptions listed below applies. This tax is in addition to the regular income tax on the payment not rolled over.

The 10% additional income tax does not apply to the following payments from the Plan:

- Payments made after you separate from service if you will be at least age 55 in the year of the separation
- Payments that start after you separate from service if paid at least annually in equal or close to equal amounts over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Payments made due to disability
- Payments after your death
- Corrective distributions of contributions that exceed tax law limitations
- Payments made directly to the government to satisfy a federal tax levy
- Payments made under a qualified domestic relations order (QDRO)
- Payments up to the amount of your deductible medical expenses
- Certain payments made while you are on active duty if you were a member of a reserve component called to duty after September 11, 2001 for more than 179 days

If I do a rollover to an IRA, will the 10% additional income tax apply to early distributions from the IRA?
If you receive a payment from an IRA when you are under age 59½, you will have to pay the 10% additional income tax on early distributions from the IRA, unless an exception applies. In general, the exceptions to the 10% additional income tax for early distributions from an IRA are the same as the exceptions listed above for early distributions from a plan. However, there are a few differences for payments from an IRA, including:

- There is no exception for payments after separation from service that are made after age 55.
- The exception for qualified domestic relations orders (QDROs) does not apply (although a special rule applies under which, as part of a divorce or separation agreement, a tax-free transfer may be made directly to an IRA of a spouse or former spouse).
- The exception for payments made at least annually in equal or close to equal amounts over a specified period applies without regard to whether you have had a separation from service.
- There are additional exceptions for (1) payments for qualified higher education expenses, (2) payments up to $10,000 used in a qualified first-time home purchase, and (3) payments for health insurance premiums after you have received unemployment compensation for 12 consecutive weeks (or would have been eligible to receive unemployment compensation but for self-employed status).

Will I owe State income taxes?
This notice does not in general describe State or local income tax rules (including withholding rules). However, California imposes a 2% state tax penalty for withdrawals if you are under age 59 ½. Withholding of California State tax is optional.

SPECIAL RULES AND OPTIONS

If you miss the 60-day rollover deadline

Generally, the 60-day rollover deadline cannot be extended. However, the IRS has the limited authority to waive the deadline under certain extraordinary circumstances, such as when external events prevented you from completing the rollover by the 60-day rollover deadline. To apply for a waiver, you must file a private letter ruling request with the IRS. Private letter ruling requests require the payment of a nonrefundable user fee.

For more information, see IRS Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs).

If you were born on or before January 1, 1936

If you were born on or before January 1, 1936 and receive a lump sum distribution that you do not roll over, special rules for calculating the amount of the tax on the payment might apply to you. For more information, see IRS Publication 575, Pension and Annuity Income.

If you roll over your payment to a Roth IRA

If you roll over a payment from the Plan to a Roth IRA, a special rule applies under which the amount of the payment rolled over (reduced by any after-tax amounts) will be taxed. However, the 10% additional income tax on early distributions will not apply (unless you take the amount rolled over out of the Roth IRA within 5 years, counting from January 1 of the year of the rollover).

If you roll over the payment to a Roth IRA, later payments from the Roth IRA that are qualified distributions will not be taxed (including earnings after the rollover). A qualified distribution from a Roth IRA is a payment made after you are age 59½ (or after your death or disability, or as a qualified first-time homebuyer distribution of up to $10,000) and after you have had a Roth IRA for at least 5 years. In applying this 5-year rule, you count from January 1 of the year for which your first contribution was made to a Roth IRA. Payments from the Roth IRA that are not qualified distributions will be taxed to the extent of earnings after the rollover, including the 10% additional income tax on early distributions (unless an exception applies). You do not have to take required minimum distributions from a Roth IRA during your lifetime. For more information, see IRS Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs), and IRS Publication 590-B, Distributions from Individual Retirement Arrangements (IRAs).

If you are not a plan participant

Payments after death of the participant. If you receive a distribution after the participant's death that you do not roll over, the distribution will generally be taxed in the same manner described elsewhere in this notice. However, the 10% additional income tax on early distributions does not apply, and the special rule described under the section "If you were born on or before January 1, 1936" applies only if the participant was born on or before January 1, 1936.

If you are a surviving spouse. If you receive a payment from the Plan as the surviving spouse of a deceased participant, you have the same rollover options that the participant would have had, as described elsewhere in this notice. In addition, if you choose to do a rollover to an IRA, you may treat the IRA as your own or as an inherited IRA.

An IRA you treat as your own is treated like any other IRA of yours, so that payments made to you before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies) and required minimum distributions from your IRA do not have to start until after you are age 70½.

If you treat the IRA as an inherited IRA, payments from the IRA will not be subject to the 10% additional income tax on early distributions. However, if the participant had started taking required minimum distributions, you will have to receive required minimum distributions from the inherited IRA. If the participant had not started taking required minimum distributions from the Plan, you will not have to start receiving required minimum distributions from the inherited IRA until the year the participant would have been age 70½.

If you are a surviving beneficiary other than a spouse. If you receive a payment from the Plan because of the participant's death and you are a designated beneficiary other than a surviving spouse, the only rollover option you have is to do a direct rollover to an inherited IRA. Payments from the inherited IRA will not be subject to the 10% additional income tax on early distributions. You will have to receive required minimum distributions from the inherited IRA.

Payments under a qualified domestic relations order. If you are the spouse or former spouse of the participant who receives a payment from the Plan under a qualified domestic relations order (QDRO), you generally have the same options the participant would have (for example, you may roll over the payment to your own IRA or an eligible employer plan that will accept it). Payments under the QDRO will not be subject to the 10% additional income tax on early distributions.

If you are a nonresident alien

If you are a nonresident alien and you do not do a direct rollover to a U.S. IRA or U.S. employer plan, instead of withholding 20%, the Plan is generally required to withhold 30% of the payment for federal income taxes. If the amount withheld exceeds the amount of tax you owe (as may happen if you do a 60-day rollover), you may request an income tax refund by filing Form 1040NR and attaching your Form 1042-S. See Form W-8BEN for claiming that you are entitled to a reduced rate of withholding under an income tax treaty. For more information, see also IRS Publication 519, U.S. Tax Guide for Aliens, and IRS Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

Other special rules

If your payments for the year are less than $200 (not including payments from a designated Roth account in the Plan), the Plan is not required to allow you to do a direct rollover and is not required to withhold for federal income taxes. However, you may do a 60-day rollover.

Unless you elect otherwise, a mandatory cashout of more than $1,000 (not including payments from a designated Roth account in the Plan) will be directly rolled over to an IRA chosen by the Plan administrator or the payor. A mandatory cashout is a payment from a plan to a participant made before age 62 (or normal retirement age, if later) and without consent, where the participant's benefit does not exceed $5,000 (not including any amounts held under the plan as a result of a prior rollover made to the plan).

You may have special rollover rights if you recently served in the U.S. Armed Forces. For more information, see IRS Publication 3, Armed Forces' Tax Guide.

FOR MORE INFORMATION

You may wish to contact the Fund Office, or consult with a professional tax advisor, before taking a payment from the Plan. Also, you can find more detailed information on the federal tax treatment of payments from employer plans in: IRS Publication 575, Pension and Annuity Income; IRS Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs); IRS Publication 590-B, Distributions from Individual Retirement Arrangements (IRAs); and IRS Publication 571, Tax-Sheltered Annuity Plans (403(b) Plans). These publications are available from a local IRS office, on the web at www.irs.gov, or by calling 1-800-TAX-FORM.

AFTER-TAX ROTH 401(k) ACCOUNT ROLLOVER NOTICE

YOUR ROLLOVER OPTIONS

(For Payments From a Designated Roth Account)

You are receiving this notice because all or a portion of a payment you are receiving from the Southern California Pipe Trades Defined Contribution Fund (the "Plan") is eligible to be rolled over to a Roth IRA or designated Roth account in an employer plan. This notice is intended to help you decide whether to do a rollover.

This notice describes the rollover rules that apply to payments from the Plan that are from a designated Roth account. If you also receive a payment from the Plan that is not from a designated Roth account, you will be provided a different notice for that payment, and the Plan administrator or the payor will tell you the amount that is being paid from each account.

Rules that apply to most payments from a designated Roth account are described in the "General Information About Rollovers" section. Special rules that only apply in certain circumstances are described in the "Special Rules and Options" section.

GENERAL INFORMATION ABOUT ROLLOVERS

How can a rollover affect my taxes?
After-tax contributions included in a payment from a designated Roth account are not taxed, but earnings might be taxed. The tax treatment of earnings included in the payment depends on whether the payment is a qualified distribution. If a payment is only part of your designated Roth account, the payment will include an allocable portion of the earnings in your designated Roth account.

If the payment from the Plan is not a qualified distribution and you do not do a rollover to a Roth IRA or a designated Roth account in an employer plan, you will be taxed on the earnings in the payment. If you are under age 59½, a 10% additional income tax on early distributions will also apply to the earnings (unless an exception applies). However, if you do a rollover, you will not have to pay taxes currently on the earnings and you will not have to pay taxes later on payments that are qualified distributions.

If the payment from the Plan is a qualified distribution, you will not be taxed on any part of the payment even if you do not do a rollover. If you do a rollover, you will not be taxed on the amount you roll over and any earnings on the amount you roll over will not be taxed if paid later in a qualified distribution.

A qualified distribution from a designated Roth account in the Plan is a payment made after you are age 59½ (or after your death or disability) and after you have had a designated Roth account in the Plan for at least 5 years. In applying the 5-year rule, you count from January 1 of the year your first contribution was made to the designated Roth account. However, if you did a direct rollover to a designated Roth account in the Plan from a designated Roth account in another employer plan, your participation will count from January 1 of the year your first contribution was made to the designated Roth account in the Plan or, if earlier, to the designated Roth account in the other employer plan.

Where may I roll over the payment?
You may roll over the payment to either a Roth IRA (a Roth individual retirement account or Roth individual retirement annuity) or a designated Roth account in an employer plan (a tax-qualified plan or section 403(b) plan, or governmental section 457(b) plan) that will accept the rollover. The rules of the Roth IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the Roth IRA or employer plan (for example, no spousal consent rules apply to Roth IRAs and Roth IRAs may not provide loans). Further, the amount rolled over will become subject to the tax rules that apply to the Roth IRA or the designated Roth account in the employer plan. In general, these tax rules are similar to those described elsewhere in this notice, but differences include:

- If you do a rollover to a Roth IRA, all of your Roth IRAs will be considered for purposes of determining whether you have satisfied the 5-year rule (counting from January 1 of the year for which your first contribution was made to any of your Roth IRAs).
- If you do a rollover to a Roth IRA, you will not be required to take a distribution from the Roth IRA during your lifetime and you must keep track of the aggregate amount of the after-tax contributions in all of your Roth IRAs (in order to determine your taxable income for later Roth IRA payments that are not qualified distributions).
- Eligible rollover distributions from a Roth IRA can only be rolled over to another Roth IRA.

How do I do a rollover?
There are two ways to do a rollover. You can either do a direct rollover or a 60-day rollover.
If you do a direct rollover, the Plan will issue a check payable to the financial institution indicated on your distribution form, however the check will be mailed to your address of record, and it will be your responsibility to forward the check to your Roth IRA or designated Roth account in an employer plan. You should contact the Roth IRA sponsor or the administrator of the employer plan for information on how to do a direct rollover.

If you do not do a direct rollover, you may still do a rollover by making a deposit within 60 days into a Roth IRA, whether the payment is a qualified or nonqualified distribution. In addition, you can do a rollover by making a deposit within 60 days into a designated Roth account in an employer plan if the payment is a nonqualified distribution and the rollover does not exceed the amount of the earnings in the payment. You cannot do a 60-day rollover to an employer plan of any part of a qualified distribution. If you receive a distribution that is a nonqualified distribution and you do not roll over an amount at least equal to the earnings allocable to the distribution, you will be taxed on the amount of those earnings not rolled over, including the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

If you do a direct rollover of only a portion of the amount paid from the Plan and a portion is paid to you at the same time, the portion directly rolled over consists first of earnings.

If you do not do a direct rollover and the payment is not a qualified distribution, the Plan is required to withhold 20% of the earnings for federal income taxes (up to the amount of cash and property received other than employer stock). This means that, in order to roll over the entire payment in a 60-day rollover to a Roth IRA, you must use other funds to make up for the 20% withheld.

How much may I roll over?
If you wish to do a rollover, you may roll over all or part of the amount eligible for rollover. Any payment from the Plan is eligible for rollover, except:

- Certain payments spread over a period of at least 10 years or over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Required minimum distributions after age 70½ (or after death)
- Hardship distributions
- Corrective distributions of contributions that exceed tax law limitations

The Plan administrator or the payor can tell you what portion of a payment is eligible for rollover.

If I don't do a rollover, will I have to pay the 10% additional income tax on early distributions?
If a payment is not a qualified distribution and you are under age 59½, you will have to pay the 10% additional income tax on early distributions with respect to the earnings allocated to the payment that you do not roll over (including amounts withheld for income tax), unless one of the exceptions listed below applies. This tax is in addition to the regular income tax on the earnings not rolled over.

The 10% additional income tax does not apply to the following payments from the Plan:

- Payments made after you separate from service if you will be at least age 55 in the year of the separation
- Payments that start after you separate from service if paid at least annually in equal or close to equal amounts over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Payments made due to disability
- Payments after your death
- Corrective distributions of contributions that exceed tax law limitations
- Payments made directly to the government to satisfy a federal tax levy
- Payments made under a qualified domestic relations order (QDRO)
- Payments up to the amount of your deductible medical expenses
- Certain payments made while you are on active duty if you were a member of a reserve component called to duty after September 11, 2001 for more than 179 days

If I do a rollover to a Roth IRA, will the 10% additional income tax apply to early distributions from the IRA?
If you receive a payment from a Roth IRA when you are under age 59½, you will have to pay the 10% additional income tax on early distributions on the earnings paid from the Roth IRA, unless an exception applies or the payment is a qualified distribution. In general, the exceptions to the 10% additional income tax for early distributions from a Roth IRA listed above are the same as the exceptions for early distributions from a plan. However, there are a few differences for payments from a Roth IRA, including:

- There is no special exception for payments after separation from service.
- The exception for qualified domestic relations orders (QDROs) does not apply (although a special rule applies under which, as part of a divorce or separation agreement, a tax-free transfer may be made directly to a Roth IRA of a spouse or former spouse).
- The exception for payments made at least annually in equal or close to equal amounts over a specified period applies without regard to whether you have had a separation from service.
- There are additional exceptions for (1) payments for qualified higher education expenses, (2) payments up to $10,000 used in a qualified first-time home purchase, and (3) payments for health insurance premiums after you have received unemployment compensation for 12 consecutive weeks (or would have been eligible to receive unemployment compensation but for self-employed status).

Will I owe State income taxes?
This notice does not in general describe State or local income tax rules (including withholding rules). However, California imposes a 2% state tax penalty for withdrawals if you are under age 59 ½. Withholding of California State tax is optional.

SPECIAL RULES AND OPTIONS

If you miss the 60-day rollover deadline
Generally, the 60-day rollover deadline cannot be extended. However, the IRS has the limited authority to waive the deadline under certain extraordinary circumstances, such as when external events prevented you from completing the rollover by the 60-day rollover deadline. To apply for a waiver, you must file a private letter ruling request with the IRS. Private letter ruling requests require the payment of a nonrefundable user fee. For more information, see IRS Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs).

If you receive a nonqualified distribution and you were born on or before January 1, 1936
If you were born on or before January 1, 1936, and receive a lump sum distribution that is not a qualified distribution and that you do not roll over, special rules for calculating the amount of the tax on the earnings in the payment might apply to you. For more information, see IRS Publication 575, Pension and Annuity Income.

If you are not a plan participant
Payments after death of the participant. If you receive a distribution after the participant's death that you do not roll over, the distribution will generally be taxed in the same manner described elsewhere in this notice. However, whether the payment is a qualified distribution generally depends on when the participant first made a contribution to the designated Roth account in the Plan. Also, the 10% additional income tax on early distributions does not apply, and the special rule described under the section "If you receive a nonqualified distribution and you were born on or before January 1, 1936" applies only if the participant was born on or before January 1, 1936.

If you are a surviving spouse. If you receive a payment from the Plan as the surviving spouse of a deceased participant, you have the same rollover options that the participant would have had, as described elsewhere in this notice. In addition, if you choose to do a rollover to a Roth IRA, you may treat the Roth IRA as your own or as an inherited Roth IRA.

A Roth IRA you treat as your own is treated like any other Roth IRA of yours, so that you will not have to receive any required minimum distributions during your lifetime and earnings paid to you in a nonqualified distribution before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies).

If you treat the Roth IRA as an inherited Roth IRA, payments from the Roth IRA will not be subject to the 10% additional income tax on early distributions. An inherited Roth IRA is subject to required minimum distributions. If the participant had started taking required minimum distributions from the Plan, you will have to receive required minimum distributions from the inherited Roth IRA. If the participant had not started taking required minimum distributions, you will not have to start receiving required minimum distributions from the inherited Roth IRA until the year the participant would have been age 70½.

If you are a surviving beneficiary other than a spouse. If you receive a payment from the Plan because of the participant's death and you are a designated beneficiary other than a surviving spouse, the only rollover option you have is to do a direct rollover to an inherited Roth IRA. Payments from the inherited Roth IRA, even if made in a nonqualified distribution, will not be subject to the 10% additional income tax on early distributions. You will have to receive required minimum distributions from the inherited Roth IRA.

Payments under a qualified domestic relations order. If you are the spouse or a former spouse of the participant who receives a payment from the Plan under a qualified domestic relations order (QDRO), you generally have the same options the participant would have (for example, you may roll over the payment as described in this notice).

If you are a nonresident alien
If you are a nonresident alien and you do not do a direct rollover to a U.S. IRA or U.S. employer plan, instead of withholding 20%, the Plan is generally required to withhold 30% of the payment for federal income taxes. If the amount withheld exceeds the amount of tax you owe (as may happen if you do a 60-day rollover), you may request an income tax refund by filing Form 1040NR and attaching your Form 1042-S. See Form W-8BEN for claiming that you are entitled to a reduced rate of withholding under an income tax treaty. For more information, see also IRS Publication 519, U.S. Tax Guide for Aliens, and IRS Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

Other special rules
If your payments for the year (only including payments from the designated Roth account in the Plan) are less than $200, the Plan is not required to allow you to do a direct rollover and is not required to withhold for federal income taxes. However, you can do a 60-day rollover.

Unless you elect otherwise, a mandatory cashout from the designated Roth account in the Plan of more than $1,000 will be directly rolled over to a Roth IRA chosen by the Plan administrator or the payor. A mandatory cashout is a payment from a plan to a participant made before age 62 (or normal retirement age, if later) and without consent, where the participant's benefit does not exceed $5,000 (not including any amounts held under the plan as a result of a prior rollover made to the plan).

You may have special rollover rights if you recently served in the U.S. Armed Forces. For more information, see IRS Publication 3, Armed Forces' Tax Guide.

FOR MORE INFORMATION

You may wish to consult with the Plan administrator or payor, or a professional tax advisor, before taking a payment from the Plan. Also, you can find more detailed information on the federal tax treatment of payments from employer plans in: IRS Publication 575, Pension and Annuity Income; IRS Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs); IRS Publication 590-B, Distributions from Individual Retirement Arrangements (IRAs); and IRS Publication 571, Tax-Sheltered Annuity Plans (403(b) Plans). These publications are available from a local IRS office, on the web at www.irs.gov, or by calling 1-800-TAX-FORM.

NOTICE REGARDING YOUR RIGHT TO DEFER DEFINED CONTRIBUTION PLAN DISTRIBUTION

In accordance with the Pension Protection Act of 2006, the Defined Contribution Fund is required to provide you with this notice that describes the provisions of the Plan that may materially affect your decision to defer distribution of your benefit until a later date.

1. You have the right to defer receipt of your benefit until no later than your Required Beginning Date. Your Required Beginning Date is the April 1st of the calendar year following the later of the calendar year in which you attain age 70½ or the calendar year in which you retire. (Exception: if you are a 5% owner, your Required Beginning date is the April 1st of the calendar year following the calendar year in which you attain age 70½).
2. All or part of your distribution may be an "eligible rollover distribution." The portion of your benefit that may be an eligible rollover distribution is subject to special tax treatment, the rules of which are described in the "Your Rollover Options" notice above. The portion that is not rolled over will be taxed.
3. Whether you wish to defer receipt of your distribution, have all or a portion of your benefit directly rolled over into an IRA or another eligible retirement plan, or receive your benefit at this time is a matter you should consider carefully. As you consider this question, keep in mind that if you defer your receipt of benefits, you will continue to have the right to invest your Individual Account in the Plan's various investment options in accordance with the rules set forth on pages 147 and 148 of your Summary Plan Description. For your information, a list of the Plan's current investment options along with each option's investment style and expense ratio is set forth below.
4. Some currently available investment options in the plan are not generally available on similar terms outside the plan. To obtain additional information on the availability outside the plan of currently available investment options, contact John Hancock Retirement Plan Services at (800) 294-3575.

Investment Options	Investment Style	Fees
Invesco Stable Value Trust- Class III	Stable Value	.62%
Baird Aggregate Bond Fund (Institutional Class)	Income (bonds)	.30%
Vanguard Inflation-Protected Securities Fund (Admiral Shares)	Income (bonds)	.10%
T. Rowe Price Retirement 2005 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2010 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2015 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2020 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2025 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2030 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2035 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2040 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2045 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2050 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2055 Trust (Class A)	Target Date (stocks & bonds)	.46%
T. Rowe Price Retirement 2060 Trust (Class A)	Target Date (stocks & bonds)	.46%
PIMCO All Asset Fund (Institutional Class)	Asset Allocation (stocks & bonds)	1.07%
Invesco Equity and Income Fund (Class R6)	Growth & Income (stocks & bonds)	.39%
American Beacon Bridgeway Large Cap Value Fund (Institutional Class)	Equity (stocks)	.73%
Vanguard Institutional Index Fund (Institutional Shares)	Equity (stocks)	.04%
T. Rowe Price Blue Chip Growth Fund (Class I)	Equity (stocks)	.58%
iShares Russell Small/Mid Cap Index Fund (Class K)	Equity (stocks)	.70%
American Funds – EuroPacific Growth Fund (Class R6)	International Equity (stocks)	.50%
RBC Emerging Markets Equity Fund (Class R6)	International Equity stocks)	1.28%

(In addition to the investment fees listed above, administrative fees are also charged against all accounts.

SPECIAL NOTICE TO NON-SPOUSE BENEFICIARIES

If you are NOT the spouse of the deceased participant, then all or part of any benefit you receive from the Plan may be eligible for a DIRECT ROLLOVER by the Plan Administrator to an "INHERITED IRA." If a payment is eligible for a Direct Rollover, you have the option of having the payment made as a Direct Rollover to an IRA or as a direct payment to you.

An individual retirement account or annuity is treated as an INHERITED IRA if:

1. The individual for whose benefit the account or annuity is maintained acquired the account by reason of the death of a Participant of the Plan; and
2. Such individual was not the surviving spouse of the Participant.

By having your benefit transferred to an INHERITED IRA, you may postpone taxation of this benefit until it is paid directly to you.

(Note that a former spouse of a Participant who is an "alternate payee" of the Participant will not be treated as a non-spouse beneficiary. 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. A former spouse of a Participant who is an "alternate payee" has the same rollover rights as the Participant's spouse.)

Below is a more detailed explanation of your options and the effect of a Direct Rollover. If you have additional questions after reading this notice, you can contact the Plan Administrator as listed on page 1.

SUMMARY

Payment From This Plan. There are two ways you will be able to receive a Plan payment that is eligible for rollover:

1. The payment can be made directly to an INHERITED IRA that you establish; or
2. The payment can be PAID DIRECTLY TO YOU.

Rollover to an Inherited IRA. If you choose a DIRECT ROLLOVER to an INHERITED IRA:

- Your payment will not be taxed in the current year.
- The taxable portion of your payment will be taxed later when you take it out of your INHERITED IRA.

Payments Made Directly to You. If you choose to have a Plan payment that is eligible for rollover PAID TO YOU:

- Your distribution will be taxed at the applicable rate as necessary to comply with IRS requirements. Any amount withheld from your distribution by the Plan will be sent to the IRS as income tax withholding to be credited against your taxes.
- The taxable amount of your payment will be taxed in the year the payment is made to you unless you roll it over.
- Once you receive the payment, you will not be able to transfer it to an Inherited IRA to avoid these income tax results.

Your Right to Waive the 30-Day Notice Period. Generally, a direct rollover can't 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 the 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.

ADDITIONAL INFORMATION

I. Payments That Can and Cannot be Rolled Over

Payments from this Plan may be "eligible rollover distributions." This means, in the case of a non-spouse beneficiary of a deceased Participant, the payments can be directly rolled over to an Inherited IRA.

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
- A period of 10 years of more.

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

II. More Rules About Direct Rollovers

DIRECT ROLLOVER to an INHERITED IRA. As a non-spouse beneficiary of a Plan Participant, you can open an Inherited IRA to receive the direct rollover. If you choose to have your payment made directly to an Inherited IRA, contact an IRA sponsor (usually a financial institution) to find out how to have your payment made in a direct rollover to an Inherited IRA at that institution.

DIRECT ROLLOVER of a Series of Payments. If you receive a payment that can be rolled over to an Inherited IRA, 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.

Treatment after DIRECT ROLLOVER from this Plan

In the event you choose to have a distribution from the Plan directly rolled over, you should keep in mind the following:

- A non-spouse beneficiary may only have his or her distribution rolled over into an Inherited IRA and cannot roll a distribution into another employee plan or any other type of IRA.
- The Inherited IRA of a non-spouse beneficiary must make distributions according to the same required minimum distribution rules that apply to distributions to a non-spouse beneficiary under this Plan. In general, this means that the balance of your Inherited IRA must be distributed in installments over your life or life expectancy commencing by the end of the calendar year after the Participant's death or will have to be distributed in its entirety by the end of the 5th calendar year following the year the Participant died. You should request that the sponsor of an Inherited IRA explain how and when you must being receiving distributions from the Inherited IRA.
- A non-spouse beneficiary cannot make a subsequent rollover distribution out of an Inherited IRA. Moreover, a non-spouse beneficiary must keep his or her Inherited IRA separate from any other IRA.

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 are encouraged to consult with the Plan Administrator or a professional tax advisor before you take payment of your benefits from your Plan.

RETAIN FOR YOUR RECORDS