



**SOUTHERN CALIFORNIA PIPE TRADES HEALTH & WELFARE FUND  
VACATION & HOLIDAY BENEFIT**

501 Shatto Place, Suite 500, Los Angeles, CA 90020 | (800) 595-7473 (213) 385-6161 | Fax (213) 386-0418 | [www.scptac.org](http://www.scptac.org) | [info@scptac.org](mailto:info@scptac.org)

# REQUEST FOR INTERIM WITHDRAWAL

☐

**HOLD FOR PICK-UP:** Check this box to request that your check be held at the Fund Office for you to pick up.  
See **PICK-UPS** below for restrictions.

## PART 1—PARTICIPANT INFORMATION

Participant Name

Social Security Number (only last four digits required)

Phone Number

Email Address

Address

**Note: If your address on this form differs from your address on file at the Fund Office, your address will be changed for all five Southern California Pipe Trades Funds to the address on this form.**

## PART 2—PICK-UPS AND GENERAL INFORMATION

Checks are usually issued weekly and available for pick-up on Thursday for forms received by noon on the prior Tuesday. However, this schedule can change, so please confirm that your check has been issued before coming to the Fund Office. You **MUST** provide an official picture I.D. (such as a driver's license, passport, or state I.D. card). **If you do not have an official I.D. available, your check will be mailed.**

Please read the following carefully regarding your right to an interim withdrawal from your Vacation & Holiday Individual Account:

1. Only one interim withdrawal request is permitted during each calendar year.
2. There is a minimum seven-day waiting period from the date contributions are deposited until they are available for withdrawal.
3. Your interim withdrawal will include the entire available balance of your Vacation & Holiday Individual Account on the issue date, less any authorized federal PAC contributions.
4. If your request for an interim withdrawal is in proper order, the disbursement will be issued by the Fund Office within ten days of receipt of the request, except from November 20th through December 10th and March 20th through April 10th.
5. Each year, the surplus income of the plan is allocated to participants' accounts based upon each account balance as of November 30<sup>th</sup>, including contributions for hours worked through October 31<sup>st</sup> (if received). Therefore, interim withdrawals will affect the amount of surplus income allocated to your account.

## PART 3—REQUEST FOR WITHDRAWAL

I have read and understand the policies outlined on this form. I understand that this interim withdrawal is governed by the Rules and Regulations in my Summary Plan Description. I request that you issue to me any available balance in my Vacation & Holiday Individual Account. **I understand that only one interim withdrawal is permitted during each calendar year.**

X

Participant Signature

Date

**PLAN AHEAD: Your Vacation & Holiday check can take up to 10 days to be issued.**

REVISED SEPTEMBER 2023

\\Serv-data1\PIPETRADE\OFFICE\FORMS\I\H\Request for Interim Withdrawal 09052023.docx