



# Refund Election

(PERS Tier I/II/III, TRS Tier I/II, JRS)

FOR OFFICE USE ONLY

Toll-Free: (800) 821-2251  
alaska.gov/drb

Division of Retirement and Benefits  
P.O. Box 110203  
Juneau, AK 99811-0203

Juneau: (907) 465-4460  
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**DRB USE ONLY**

<input type="checkbox"/> DB PERS	EMP _____	BAL _____	PMT _____	SE _____	SIGN _____
<input type="checkbox"/> DB TRS	TERM _____	MAR _____	10% _____	WAIVER _____	CEXP _____
<input type="checkbox"/> JRS					

(CHECK ONE)     Public Employees' Retirement System     Teachers' Retirement System     Judicial Retirement System

**SECTION A. PARTICIPANT INFORMATION / TAX REPORTING INFORMATION**

NAME (FIRST / M.I. / LAST)		RIN OR LAST FOUR OF SOCIAL SECURITY NUMBER	
MAILING ADDRESS (STREET OR P.O. BOX)			
CITY		STATE	ZIP+4
EMAIL ADDRESS			
HOME TELEPHONE NUMBER		WORK TELEPHONE NUMBER	DATE OF BIRTH (MM / DD / YYYY)
MARITAL STATUS <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single			

**SECTION B. FORM OF PAYMENT REQUESTED**

I elect the following lump sum payment:

**Payment to Participant:** Percent: \_\_\_\_\_% or Dollar Amount: \$\_\_\_\_\_ (20% mandatory tax withholding required)  
 (If you would like additional federal income tax withheld, enter additional percent at right \_\_\_\_\_%)

**Direct Transfer/Rollover:** Percent: \_\_\_\_\_% or Dollar Amount: \$\_\_\_\_\_

**For a DIRECT TRANSFER/ROLLOVER, please complete the following OR indicate "See Attached" and attach the form from a financial institution or a new qualified plan which contains the information requested below. Attach that form with your original signature appearing on the form.**

PLAN NAME		ACCOUNT NUMBER (MANDATORY)	
PLAN ADDRESS			
CITY		STATE	ZIP+4
CONTACT PERSON		TELEPHONE NUMBER	

**SECTION C. SPOUSE WAIVER** (on account balances \$5,000 or greater). **NOT FOR USE BY EX-SPOUSE** (See Section D)

I, \_\_\_\_\_ (NAME) \_\_\_\_\_, agree to the election of the "Form of Payment requested" made in Section B.

SPOUSE SIGNATURE	DATE (MM / DD / YYYY)
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Signature witnessed by one of the following: Retirement and Benefits Representative or Postmaster (must include postmaster stamp)

WITNESS SIGNATURE	DATE (MM / DD / YYYY)
TITLE	

**OR, SIGNATURE WITNESSED BY A NOTARY**

On this \_\_\_\_\_ (DAY) day of \_\_\_\_\_ (MONTH) 20 \_\_\_\_\_ (YEAR), personally appeared before me \_\_\_\_\_ (NAME) \_\_\_\_\_ whose identity I proved on the basis of satisfactory evidence to be the signer of the spouse's signature above, and he/she acknowledged that he/she executed it.

SEAL OR POSTMASTER STAMP REQUIRED	NOTARY PUBLIC	COMMISSION EXPIRES (MM / DD / YYYY)	
	STATE OF	CITY OR COUNTY OF	RESIDING AT

**SECTION D. EX-SPOUSE REQUIRED DOCUMENTATION**

If you were married for any length of time while contributing to the Public Employees' Retirement System (PERS), Teachers' Retirement System (TRS), or Judicial Retirement System (JRS) and are now divorced or remarried, please send a court-certified copy of your divorce/ dissolution decree **and** the property settlement or documents stating division of property/funds along with this Refund Election form. **We will not process your refund request if we do not have the appropriate ex-spousal documentation.**

**SECTION E. REINSTATEMENT OF SERVICE / SB 141** (PERS and TRS only. Participant must initial.)

With this election, I fully understand that, if I refund my employee contributions, Senate Bill 141 prohibits me from reinstating this service, which forfeits my benefit rights under my current PERS / TRS tier.

\_\_\_\_\_ **YOU MUST INITIAL HERE**

**SECTION F. PAYMENT AUTHORIZATION APPROVAL**

I have read all of the instructions and the Special Tax Notice Regarding Plan Payments attached to this form. I understand that I forfeit my eligibility for benefits and my tier rights if I refund my employee contributions. I further understand that, in order to be valid, elections must conform to the Plan requirements. I understand that it is my duty to inform you of any Qualified Domestic Relations Order, Child Support Enforcement Order, or Internal Revenue Service Order that entitles another person to a portion of my account or benefits. I also understand that I must make all changes to my election prior to the payment date, and I cannot make changes after that date. I hereby certify that the information that I have supplied is true and correct and that making a false or fraudulent statement(s) for the purpose of obtaining benefit is a criminal and civil offense punishable by law.

The Internal Revenue Service requires that you be given 30 days to review the options described in Section B. You may waive this right by checking the box below. If you do not waive this 30-day review, PERS / TRS / JRS must delay processing your payment for an additional 30 days.

**I WAIVE MY RIGHT OF THE 30-DAY REVIEW PERIOD FOR A DIRECT TRANSFER/ROLLOVER, OR PAYMENT TO PARTICIPANT.**  
(See General Information.)

In completing this form, I acknowledge that a person who knowingly makes a false statement, or falsifies or permits to be falsified, a record of the retirement system in an attempt to defraud the system, is guilty of a class A misdemeanor, which, upon conviction, is punishable by a fine of not more than \$500.00 or by imprisonment for not more than twelve months or both. AS 39.35.670; AS 11.56.210. I also acknowledge that a person who obtains funds and/or benefits by deception may be subject to prosecution for other crimes, including theft, which may be charged as misdemeanors or felonies with potential fines and penalties including imprisonment. I also acknowledge that a person who obtains funds and/or benefits from the system unlawfully may also be required to make restitution.

PARTICIPANT SIGNATURE	DATE (MM / DD / YYYY)
SOCIAL SECURITY NUMBER	LAST DAY WORKED (MM / DD / YYYY)

**SECTIONS A, B, C (IF APPLICABLE), E, AND F MUST BE COMPLETED PRIOR TO PROCESSING. IF NOT, THIS FORM WILL BE RETURNED TO THE PARTICIPANT. THIS FORM SUPERSEDES ALL OTHER REVISIONS.**

# REFUND ELECTION FORM INSTRUCTIONS

## GENERAL INFORMATION

### **Eligibility**

You will first be eligible for payment after you have been terminated from employment for 60 days. To receive payment, you must submit a current completed Refund Election form.

### **Payments**

*AFTER* you are eligible for payment (60 days from your termination date), refunds are normally issued and mailed the following Wednesday after the 30-day review period from the date the completed Refund Election form is received. You may however, waive this 30-day review period by checking the waiver box in Section F. If you waive this review period, your refund normally will be issued and mailed the following Wednesday after receipt of the completed Refund Election form.

### **Service**

Refunded service cannot be used to satisfy vesting, retirement, or disability eligibility requirements. Refunding your employee contributions means you forfeit your entitlement to benefits.

### **Rollovers/Transfer**

Direct rollovers/transfer will be allowed only if the rollover eligible amount is over \$200.

## EX-SPOUSE'S OR QUALIFIED DOMESTIC RELATIONS ORDER (QDRO)

If you were married during your employment and the divorce or dissolution document indicates that you are solely entitled to the entire account balance, you must supply us a **court-certified copy** of the divorce decree **and** the property settlement that has been approved by the court that indicates you are entitled to the entire account.

If a **Qualified Domestic Relations Order** (QDRO) exists that already allocates a portion of your account to an alternate payee or ex-spouse, you **must** supply a **court-certified copy** of that order.

## INCOME TAX AND PENALTY INFORMATION

**The State of Alaska and the Division of Retirement and Benefits do not give tax advice. You are solely responsible to determine how federal tax law affects your particular situation. You should contact the Internal Revenue Service or your tax advisor as necessary.**

Federal Law requires this plan to provide recipients of eligible rollover distributions a written explanation of the rollover rules, the withholding requirements, and the tax treatment of amounts not rolled over. Following is the notice as required by the Internal Revenue Service.

### **Special Tax Notice Regarding Plan Payments For Plan Qualified Under Section 401(A) — Alaska Defined Benefit PERS, TRS, and JRS**

This notice explains how you can continue to defer federal income tax on your retirement savings in the State of Alaska Public Employees Retirement System, the Alaska Teachers' Retirement System, and the Judicial Retirement System (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 Alaska Division of Retirement and Benefits (your "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 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, such as after-tax amounts. If this is the case, and your distribution includes after-tax amounts, 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 indicated on the front of the form.

## 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.

# REFUND ELECTION FORM INSTRUCTIONS

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 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, you must find other money to replace the 20% of the taxable portion that was withheld. 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.

## ***Your Right to Waive the 30-Day Notice Period***

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.

## **ADDITIONAL INFORMATION ON PAYMENTS**

### ***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 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.

### **After-tax Contributions**

If you made after-tax contributions to the Plan, these contributions may be rolled into either a traditional IRA or to certain employer plans that accept rollovers of the after-tax contributions. The following rules apply:

- **Rollover into a Traditional IRA.** You can roll over your after-tax contributions to a traditional IRA either directly or indirectly. Your plan administrator should be able to tell you how much of your payment is the taxable portion and how much is the after-tax portion.

If you roll over after-tax contributions to a traditional IRA, it is your responsibility to keep track of, and report to the Service on the applicable forms, the amount of these after-tax contributions. This will enable the nontaxable amount of any future distributions from the traditional IRA to be determined. Once you roll over your after-tax contributions to a traditional IRA, those amounts CANNOT later be rolled over to an employer plan.

- **Rollover into an Employer Plan.** You can roll over after-tax contributions from an employer plan that is qualified under Code section 401(a) or a section 403(a) annuity plan to another such plan using a direct rollover if the other plan provides separate accounting for amounts rolled over, including separate accounting for the after-tax employee contributions and earnings on those contributions. You can also roll over after-tax contributions from a section 403(b) tax-sheltered annuity to another section 403(b) tax-sheltered annuity using a direct rollover if the other tax-sheltered annuity provides separate accounting for amounts rolled over, including separate accounting for the after-tax employee contributions and earnings on those contributions. You CANNOT roll over after-tax contributions to a governmental 457 plan.

If you want to roll over your after-tax contributions to an employer plan that accepts these rollovers, you cannot have the after-tax contributions paid to you first. You must instruct the Plan Administrator of this Plan to make a direct rollover on your behalf. Also, you cannot first roll over after-tax contributions to a traditional IRA and then roll over that amount into an employer plan.

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 70-1/2 or retire, whichever is later, 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.
- **Corrective Distributions.** A distribution that is made to correct a failed nondiscrimination test or because legal limits on certain contributions were exceeded cannot be rolled over.

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

# REFUND ELECTION FORM INSTRUCTIONS

## **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."

## **Payments Paid To You**

If your payment can be rolled over (see Part I on page 3) 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.

### **Income Tax Withholding:**

- **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, 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, 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, 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.

# REFUND ELECTION FORM INSTRUCTIONS

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) dividends paid with respect to stock by an employee stock ownership plan (ESOP) as described in Code section 404(k), (5) payments that are paid directly to the government to satisfy a federal tax levy, (6) payments that are paid to an alternate payee under a qualified domestic relations order, or (7) 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.

## ***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.

## ***How to Obtain Additional Income Tax 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 website at [IRS.gov](http://IRS.gov), or by calling (800) TAX-FORMS (829-3676).