

**401(k) RETIREMENT PLAN  
SALARY DEFERRAL AGREEMENT**

Participant: \_\_\_\_\_ [Please print full name]

In accordance with \_\_\_\_\_ 401(k) Plan (the "Plan"), I enter into this Salary Deferral Agreement ("Agreement") with \_\_\_\_\_ (Employer Name) effective for the payroll period beginning \_\_\_\_\_.

As a participant in the Plan, I understand the Plan permits me to defer a portion of my compensation. The amount that I elect to defer will be withheld from my paycheck and paid by the Employer into the Plan on my behalf.

This salary deferral agreement remains in effect until I revoke or modify it. Modifications to the Agreement are permitted at each Plan Entry Date. A separate election/policy may be made with regards to bonuses. I am also permitted to revoke my Agreement at any time during the Plan year.

The Plan permits me to defer my compensation up to the maximum amount allowed by law. The Plan also permits me to make "catch-up" contributions if I am age 50 or older. These are additional amounts that I may defer regardless of any other limitations imposed by the Plan.

In addition, the Employer may match my salary deferrals. The Summary Plan Description explains the matching contributions that may be made to the Plan.

CHOOSE A OR C [B is available in addition to A]:

A     ( )     In accordance with my rights as a Participant and the provisions of the Plan, I hereby elect to defer my pay by \_\_\_\_\_ (\$ or %). This election authorizes the Employer to withhold this amount from my paycheck, and shall remain in effect until I revoke or modify this election. I understand that the total amount of my salary deferrals in any calendar year cannot exceed \$17,500 (for 2013). This amount will be adjusted to reflect any annual cost-of-living increases announced by the IRS. Any questions regarding this election should be directed to the Plan Administrator (the Employer).

B     ( )     In accordance with my rights as a Participant and the provisions of the Plan, I hereby elect to defer my pay by an additional \_\_\_\_\_ (\$ or %) since I will be at least age 50 by the end of the year, I am entitled to make "catch-up" contributions, and, pursuant to my election in the immediately preceding paragraph, I am deferring the maximum amount permitted by the Plan. This election authorizes the Employer to withhold this amount from my paycheck, and shall remain in effect until I revoke or modify this election. I understand that the total amount of my "catch-up" contributions in any calendar year cannot exceed \$5,500 (for 2013). This amount may be adjusted after 2013 to reflect any annual cost-of-living increases announced by the IRS. Any questions regarding this election should be directed to the Plan Administrator (the Employer).

**OR**

C     ( )     In accordance with my rights as a Participant and the provisions of the Plan, I hereby elect NOT to participate at this time. I understand that I may elect to participate at a later date as the Plan allows.

I authorize the Plan Administrator to process the above election accordingly.

\_\_\_\_\_  
Participant signature

\_\_\_\_\_  
Date