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October 1, 2019

To: All active participants in the Defined Contribution Retirement Trust Fund  
From: Board of Trustees  
RE: 2020 Calendar Year Employee Elective Contribution Election

Dear Participant;

As an active participant of the ACRA Local 725 Defined Contribution Retirement Trust Fund, the Collective Bargaining Agreement requires your employer to remit contributions based on your job classification for hours you are paid in a year on your behalf to the Trust Fund.

In addition to the fore-mentioned Employer Contribution, you may elect to have additional Employee Elective Contributions remitted on your behalf for hours you are paid during 2020.

Before deciding whether to submit the attached election form, which will commit you to having Elective Contributions deducted from your gross pay and paid to the Defined Contribution Retirement Trust, you should consider the effects this decision might have on your net take-home pay. Please consult with your personal financial and tax advisors for guidance.

The calendar year 2020 maximum amount of Elective Contributions that may be remitted on your behalf is \$19,500. If you will be at least 50 years old on December 31, 2020, you may elect to have additional "catch-up" employee elective contributions remitted on your behalf in addition to your Employee Elective Contributions. The calendar year 2020 maximum amount for the "Catch-Up" Employee Elective Contributions is \$6,500.

Once you have met the maximum amount allowed, no further contributions will be remitted by your employer on your behalf for the remainder of 2020.

This election is for the entire year and cannot be changed. Your election form must be received by November 30, 2019 for the calendar year 2020. If your form is not received by that date, you will not have Employee Elective Contributions remitted on your behalf for the hours you are paid in 2020. There are no exceptions.

As this is an election for the full year, if during the year, you change employers, you must inform your new employer of this Employee Elective Contribution Election.

Again, please consult a financial advisor/tax consultant prior to submitting your election.

Sincerely,  
Board of Trustees  
ACRA Local 725 Defined Contribution Retirement Trust Fund

**ACRA LOCAL 725 DEFINED CONTRIBUTION RETIREMENT PLAN  
Employee Elective Contribution Election Form – 2020 Plan Year**

NAME (Last, First, Middle)	SOCIAL SECURITY NUMBER
ADDRESS	DATE OF BIRTH
CITY, STATE, ZIP	YOUR AGE as of 12/31/2020
TELEPHONE	MARITAL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED
CELL PHONE	DID YOUR MARITAL STATUS CHANGE IN THE LAST YEAR? YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, DATE OF CHANGE:
PERSONAL EMAIL ADDRESS	SPOUSE'S NAME (Last, First, Middle)

**YOUR ELECTION MUST BE RECEIVED AT THE FUND OFFICE NO LATER THAN NOVEMBER 30, 2019**  
Your employer will NOT be able to remit Employee Elective Contributions on your behalf to the Defined Contribution Trust Fund for hours you are paid during 2020 if you do not submit this form timely. There are NO exceptions. This election is for the entire 2020 calendar year and cannot be changed.

Before deciding whether to submit this election form, which will commit you to having Elective Contributions deducted from your gross pay and paid to the Defined Contribution Trust Fund, you should consider the effects this election will have on your net take-home pay. You should consult a financial and tax advisor prior to making your selection. This election is for the entire 2020 year and cannot be changed.

2020 HOURLY ELECTIVE CONTRIBUTION	CATCH-UP 2020 HOURLY ELECTIVE CONTRIBUTION
Please check off the amount of an hourly elective contribution you wish your employer to deduct from your gross pay and remit on your behalf to the Defined Contribution Trust Fund for 2020. <b>The maximum contributions allowed for 2020 is \$19,500.00</b>	If you will be at least 50 years old on December 31, 2020, you may elect to have a “catch-up” hourly elective contribution in addition to your 2020 hourly elective contribution selected in the grid to the left. <b>The maximum contributions allowed for 2020 is \$6,500.00</b>
<input type="checkbox"/> <b>NONE</b> <input type="checkbox"/> <b>\$ 1.00</b> <input type="checkbox"/> <b>\$ 2.00</b> <input type="checkbox"/> <b>\$ 3.00</b> <input type="checkbox"/> <b>\$ 4.00</b> <input type="checkbox"/> <b>\$ 5.00</b> <input type="checkbox"/> <b>\$ 7.00</b> <input type="checkbox"/> <b>\$ 9.00</b> <input type="checkbox"/> <b>\$10.00</b>	Please check off the amount of a “catch-up” hourly elective contribution you wish your employer to deduct from your gross pay and remit on your behalf to the Defined Contribution Trust Fund for 2020. You must select a 2020 hourly elective contribution before selecting the catch-up hourly elective contribution.  <input type="checkbox"/> <b>\$ 1.00</b> <input type="checkbox"/> <b>\$ 2.00</b> <input type="checkbox"/> <b>\$ 3.00</b> <input type="checkbox"/> <b>\$ 4.00</b>

I hereby certify that I understand that this (these) election(s) will apply to all wages payable to me during the calendar year 2020 and that I cannot change my election after November 30, 2019 for the 2020 calendar year. I further understand that if I change employers any time during calendar year 2020 or after this election form is submitted to the Fund Office, I must inform my new employer of my election.

Participant's Signature \_\_\_\_\_

Date \_\_\_\_\_