



# Pre-tax Lump Sum Participation Agreement

[kentuckydcp.ky.gov](http://kentuckydcp.ky.gov)

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Please print. Use only blue or black ink. Sign and date the bottom of the form and return to our office for processing.

**NOTE:** This form is used to defer **one time lump sum amounts only**, including unused sick leave, comp time and Block 50/Block 80 payments. You must submit this form 30-60 days prior to the payment date..

## Plan Type (check all that apply)

**457(b) Plan:**  New Enrollment & Leave Balance Deferral  Leave Balance Deferral

**401(k) Plan:**  New Enrollment & Leave Balance Deferral  Leave Balance Deferral

## Personal Information

Name: \_\_\_\_\_ SSN or Account Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mailing Address (New Address?  Yes): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Email: \_\_\_\_\_

## Employer Information

Employer Name: \_\_\_\_\_ Number of Pay Periods per Year: \_\_\_\_\_

Date of Hire: \_\_\_\_\_ Retirement Date: \_\_\_\_\_

## Lump Sum Deferral Election

**Deferral Type:**  One Time Lump Sum  Block 50/Block 80  Retirement Lump Sum

**NOTE:** If you are deferring to both plans, indicate what plan you would like to max out first. If you intend to utilize the 457(b) Special Catch Up, the Catch Up Election Form and W-2's must be submitted with this form.

457(b) Plan Amount \$ \_\_\_\_\_  Max First Effective Pay Date (for Authority use): \_\_\_\_\_

401(k) Plan Amount \$ \_\_\_\_\_  Max First

**Total Amount** \$ \_\_\_\_\_

Deductions are made without regard to any future changes in taxes; no partial deductions or "carry-overs" to future billing cycles will be made. This deduction will continue until changed in accordance with Plan(s) procedures. It is your responsibility to ensure you do not make excess contributions to the 457 and/or 401(k) Plans. **By signing this form you certify you are not making any other pre-tax or after-tax contributions which would create a deferral amount in excess of the annual IRS limits.**

## Selection of Investment Options

I understand that with Mutual Funds there is no guarantee of principal. Also, no assurance can be provided that the objective of any Mutual Fund will be attained or will not change, as there is some uncertainty in every investment.

**Please select your option(s) below:** Enter the percent of your contribution amount that you choose to have invested in each fund.

**Already Enrolled - No Fund Change**

**Each Plan selected must total 100%**

457(b) %	401(k) %	Fund Name
		Fixed Contract Fund - 3 <sup>1</sup>
		American Euro Pacific Growth - R6 <sup>2,3</sup>
		Dodge & Cox International <sup>2</sup>
		Fidelity Growth Co Fund - K6
		JPMorgan Equity Income Fund - R6
		MetWest Total Return Bond Fund
		Invesco Government & Agency Portfolio
		Principal Small-MidCap Div Income Fund - R6
		T Rowe Price Instl Mid-Cap Eq Gr <sup>3</sup>
		Vanguard Extended Market Index - Instl Plus
		Vanguard Instl Index - Instl Plus
		Vanguard Wellington - Admiral

457(b) %	401(k) %	Fund Name
		Vanguard Target Ret Inc - Investor
		Vanguard Target Ret 2020 - Investor
		Vanguard Target Ret 2025 - Investor
		Vanguard Target Ret 2030 - Investor
		Vanguard Target Ret 2035 - Investor
		Vanguard Target Ret 2040 - Investor
		Vanguard Target Ret 2045 - Investor
		Vanguard Target Ret 2050 - Investor
		Vanguard Target Ret 2055 - Investor
		Vanguard Target Ret 2060 - Investor
		Vanguard Target Ret 2065 - Investor
		Vanguard Target Ret 2070 - Investor
		Vanguard Tot Bond Mkt - Investor

<sup>1</sup>Balances in the Fixed Contract Fund - 3 are restricted from being moved directly into the Invesco Government & Agency Portfolio.  
<sup>2</sup>These funds are designated as restricted funds and thereby limited to four (4) trades (purchases or sales) per rolling 30-day period per restricted fund. Failure to adhere to these limits may result in additional trading restrictions.  
<sup>3</sup>This fund imposes a Purchase Block.

**NOTE:** Each plan selected must add up to 100%. If your contribution amount does not total 100%, the remaining portion will be invested in the Target Date Fund based upon your date of birth.

## Authorization of Participation and Payroll Deduction

By my signature below, I hereby acknowledge that I have received, read and understand the information below. I certify that I have reviewed and approve the accuracy of the information contained in this form. I understand the Internal Revenue Code provides that neither Plan may be used as a temporary, short-term savings account; therefore, I cannot withdraw deposits merely upon my request.

- I have received, read and understand the Plan Summary/Highlights Brochure and any applicable product Disclosure Statement(s), and Prospectus(es); and that the provisions and fees of the Plan(s), including the low balance non-activity \$6 fee, have been explained to me.
- I understand a copy of the Plan Document(s) is available from the Authority upon my request and the Plan and the above named documents are specifically incorporated herein by reference.
- I hereby agree to be bound by the terms of the Plan(s) and designate my Beneficiary(ies) as listed separately on the Beneficiary Designation Form or Plan default provision absent Participant instruction.
- I understand the New Enrollment and any Change Enrollment of my Participation Agreement may be effective only as of the first pay day administratively practicable.
- I acknowledge this assistance by the Authority Staff or its agents is an administrative service only and such service does not constitute investment advice.

I hereby authorize my employer to make the payroll deduction\* indicated in the Deferral Election section on Page 1.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*\*payroll deduction applies to pre-tax dollars only.*

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**(for Authority use)**

Accepted by (print name): \_\_\_\_\_ Agent Code: \_\_\_\_\_

Pay Frequency: \_\_\_\_\_ Payer Code: \_\_\_\_\_ Date Entered: \_\_\_\_\_