

### 1. Important Information

Your decisions regarding participation in the Traditional Catch-Up provision of your 457(b) Deferred Compensation Plan (457(b) Plan) may be complex. The Traditional Catch-Up provision is only applicable to the 457(b) Plan. Savings Plus cannot provide tax advice. Therefore, you may wish to obtain the advice of a tax advisor before submitting this request.

#### 457(b) Traditional Catch-Up Contribution Limit

For up to three consecutive calendar years prior to your elected Normal Retirement Age, you can elect to make up to twice the annual contribution limit based on the total of your underutilized contributions from prior years. The amount of underutilized contributions is the annual contribution limit for that year minus what you contributed in that year.

#### Eligibility and Participation Requirements

You may participate in Traditional Catch-Up during the last three years PRIOR to your Normal Retirement Age. Your Normal Retirement Age is the age you elect between ages 50 (age 55 for PEPPA members) and 70½. If no age is elected, your Normal Retirement Age will be age 70½.

You must have been eligible to contribute to the 457(b) plan in prior years, and also be an employee or officer on the payroll of the state who is eligible to participate in California Public Employees' Retirement System ("CalPERS"), Judges' Retirement System (including the Judges' Retirement System II Law) ("JRS"), Legislators' Retirement System ("LRS"), California State Teachers' Retirement System ("CalSTRS"), or be a Part-time, Seasonal, or Temporary (PST) Program participant.

#### Program Requirements

- If you separate from state employment while participating in Traditional Catch-Up, your Lump Sum Separation Pay may be deferred as a Traditional Catch-Up contribution. To qualify, complete a **Lump Sum Separation Pay Contribution Election Form** available under **Forms/Publications/Governing Documents and Reports** at [savingsplusnow.com](http://savingsplusnow.com) and attach a copy of your Savings Plus 457(b) Traditional Catch-Up approval letter. Submit both of these documents to your personnel office.
- In determining the period of underutilization, you may only count the period employed by the State of California.
- You may elect to use the Traditional Catch-Up provision only once, during the current and/or future years, for a duration of up to three consecutive calendar years and the elections which you make are irrevocable.

**Exception:** Participants who are participating in Traditional Catch-Up and are called to duty in the United States military service may extend the three-calendar-year period by the duration of their military leave service, not to exceed the lesser of three times your duration of military leave or five years from your date of reemployment.

**NOTE:** If you participate in Traditional Catch-Up you are responsible for reducing your contribution after your elected period ends to ensure you do not over contribute. Refer to the IRS limits in the year participation expires.

#### Things to remember when completing the Application

- List only those years in which both of the following occurred: 1) you were employed by the State of California; and 2) you were eligible to participate and did not contribute the maximum allowable amounts. Any combination of years in which you met these criteria can be used to determine your underutilized contributions; years need not be concurrent. You will need to provide a copy of your W-2 for each year you underutilized.

**NOTE:** PST eligible participants cannot use underutilized contributions prior to January 2021.

- Should the IRS increase the contribution limit in future years, you can adjust your contributions by contacting Savings Plus.
- For purposes of making Traditional Catch-Up contributions, you are responsible for electing a Normal Retirement Age that complies with State law, including PEPPA.
- No Traditional Catch-Up amounts are permitted during the calendar year of your elected Normal Retirement Age. Age-based Catch-Up contributions may not be made in the 457(b) plan the same year that Traditional Catch-Up is utilized in the 457(b) plan. If eligible for Age-based Catch-Up, you may contribute the greater of the Age-based Catch-Up or the Traditional 457(b) Catch-Up, but not both.
- You can utilize Age-based Catch-Up in the 401(k) plan in the same year that Traditional Catch-Up is utilized in the 457(b) plan.
- Return the completed form with copies of your W-2s; only the years for which your W-2s are submitted will be considered in calculating your total underutilized contribution amount.
- If you are enrolled in Auto Increase, you may want to cancel the increase during your approved Traditional Catch-Up period.

**Complete the Determination of Underutilized Contributions section on the next page before completing the application.**

## 2. Determination of Underutilized Contributions for years after 2001 (2002 - present)

**Instructions:** Begin with the most recent year you did not maximize your contributions. Use your W-2s to determine total contributions for each year.

1. In column 3, list the actual contribution to a 457(b) plan.
2. For each row used, take the amount shown in column 2 and subtract the amount in column 3 to calculate column 4.
3. The Total Underutilized Amount is the sum of the amounts in column 4.

**NOTE:** If you would like to utilize years prior to 2002, contact the Savings Plus Solutions Center.

1	2	3	4
Plan Year	457(b) Contribution Limit	Actual Contributions to a 457(b) Plan*	Underutilized Amount (column 2 minus column 3)
2020	\$19,500	\$	\$
2019	\$19,000	\$	\$
2018	\$18,500	\$	\$
2017	\$18,000	\$	\$
2016	\$18,000	\$	\$
2015	\$18,000	\$	\$
2014	\$17,500	\$	\$
2013	\$17,500	\$	\$
2012	\$17,000	\$	\$
2011	\$16,500	\$	\$
2010	\$16,500	\$	\$
2009	\$16,500	\$	\$
2008	\$15,500	\$	\$
2007	\$15,500	\$	\$
2006	\$15,000	\$	\$
2005	\$14,000	\$	\$
2004	\$13,000	\$	\$
2003	\$12,000	\$	\$
2002	\$11,000	\$	\$
<b>TOTAL UNDERUTILIZED AMOUNT:</b>			\$



# 457(b) Traditional Catch-Up Application

Phone: (855) 616-4776 • savingsplusnow.com

Processing will be completed within 3-5 business days of receipt of a properly completed and signed application.

## 1. Participant Information (all fields required)

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

Email: \_\_\_\_\_ Preferred Phone: \_\_\_\_\_

Phone Type:  Home  Work  Cell

## 2. Normal Retirement Age Election

I hereby elect the following Normal Retirement Age of \_\_\_\_\_. The Normal Retirement Age you designate must be between ages 50 (age 55 for PEPPRA members) and 70½, must reflect the age you will be turning the year following the completion of your Catch-Up period, and must comply with applicable state law, including PEPPRA. If no age is elected, your Normal Retirement Age will be age 70½.

## 3. Catch-Up Information

Elect your Traditional Catch-Up years below. The years elected must NOT be in the past and they must represent the consecutive years, not to exceed 3, prior to you turning the above elected Normal Retirement Age. For each year, you can elect to make up to twice the current annual contribution limit based on the total of your underutilized contributions from prior years.

1. Catch-Up Year: \_\_\_\_\_ Total Year 1 Catch-Up Amount: \$ \_\_\_\_\_

2. Catch-Up Year: \_\_\_\_\_ Total Year 2 Catch-Up Amount: \$ \_\_\_\_\_

3. Catch-Up Year: \_\_\_\_\_ Total Year 3 Catch-Up Amount: \$ \_\_\_\_\_

Total Scheduled Traditional Catch-Up Amount: \$ \_\_\_\_\_

Total Scheduled Traditional Catch-Up Amount must be less than or equal to the Total Underutilized Amount from Page 2.

## 4. Contribution Election

If the IRS increases the contribution limit in future years and you have remaining underutilized contributions still available and have already been approved for the current maximum limit, you can adjust your contributions by contacting Savings Plus.

Change my current paycheck contributions to fund my Traditional Catch-Up. Indicate your new contribution amount(s) for Year 1:

Pre-tax: \$ \_\_\_\_\_ Roth: \$ \_\_\_\_\_

Utilize my Lump Sum Separation Pay to fund my Traditional Catch-Up and leave my current contribution amount(s) unchanged.

**NOTE:** When approved, Savings Plus will change your contribution to the amount indicated above. If you wish to keep the same contribution amount without using Lump Sum Separation Pay to fund the Catch-Up, review your pay-stub and write in the current amount, we cannot accept "same" or "unchanged." You are responsible for future changes to your contribution amounts.

## 5. Signature

I authorize Savings Plus to make deductions from my paycheck as indicated above. I understand that changes may take up to 45 days to become effective. I hereby certify under penalty of perjury that I have not previously participated in Traditional Catch-Up and the information on this form is true and accurate to the best of my knowledge.

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

## 6. Submission Instructions

You must include copies of your W-2s for the underutilized years. Savings Plus cannot process your Catch-Up request if copies of your W-2s are not included with this completed form.

You may submit your completed form with W-2s by mail or fax, or you may be able to submit via DocuSign.

**By Mail:** Nationwide Retirement Solutions  
PO Box 182797, Columbus, OH 43218-2797

**By Fax:** (877) 677-4329

**By DocuSign:** Contact the Savings Plus Solutions Center