



In the event that you have an immediate and heavy financial hardship, you may request to suspend contributions to your 401(a) Plan. The determination of the existence of an immediate and heavy financial hardship will be made in accordance with the nondiscriminatory and objective standards set forth herein. The determination is based on relevant facts and circumstances as provided on this 401(a) Hardship Certification Form. You must complete and sign this form and attest that all facts provided are true under penalty of perjury.

Qualifying reasons for hardship suspension of 401(a) contributions per the Plan and the IRS can be found on Page 2 of this form.

Description of Hardship

Briefly state the nature of the hardship.

I hereby certify that I am experiencing a financial hardship for the following reason:

Five empty rectangular boxes for describing the hardship.

Resume Contributions

I understand that my contribution to the Plan will be suspended for a period of at least six (6) months. This suspension shall be effective the next payday following the date this signed form is processed by the Deferred Compensation Office. I wish to resume my contribution to the plan on:

- 1. The first available payday following the full six (6) months suspension, or
2. The first payday of* (month), (year)

*This option is only for suspensions that are longer than six (6) months and must not exceed five (5) years.

Authorization

I hereby agree to the terms of this form and certify that the information provided above is true, accurate and complete.

Signature and Date fields, Name (please print) and SSN fields, Preferred Phone and Employee ID# fields, Employer selection (County of San Diego or San Diego Superior Court)

Form Return

By mail: County of San Diego, Office of Deferred Compensation, 1600 Pacific Highway, Room 102, San Diego, CA 92101

By email: DeferredComp@sdcounty.ca.gov

By fax: 1-619-531-4937

By interoffice mail stop: A-49

For assistance completing this form, please call 1-888-324-5433.

Qualifying Reasons for a 401(a) Suspension in accordance with the Plan and IRS rules

The following situations constitute immediate and heavy financial hardship that can result in suspension of contributions:

- Costs incurred directly related to the recent or impending purchase of, or repair to, your primary residence;
- Payment of education tuition, room and board expenses, and related educational fees for the next 12 months for you, your spouse or domestic partner, children or other dependents;
- Payments necessary to prevent eviction from or foreclosure on your primary residence;
- Severe financial hardship as a result of one or more of the following events:
 - Divorce or legal separation;
 - Birth or adoption of a child;
 - Providing care for a lawful dependent;
 - Loss of income for you, your spouse or domestic partner (reduction in regular hours only - NOT bonus pay, income from a second job, or overtime pay);
 - Filing for bankruptcy;
- Payments for unreimbursed medical expenses for you, your spouse or domestic partner, children, or other dependents;
- Pay for funeral expenses for immediate family members (parents, spouse or domestic partner, children, or other dependents)

For a more complete description, see the 401(a) Summary Plan Document on the web at www.myDCplan.com.