



Supplemental Retirement Annuity (SRA)
403(b) Tax Deferred Annuity
Salary Reduction Agreement Form
University System of Maryland (USM)

I, _____, SSN _____, elect to
(First Name Middle Initial Last Name)

(CHOOSE ONE ACTION): Enroll New ___ Change participation ___ Cancel participation ___
in the SRA 403(b) Tax Deferred Annuity plan offered by the following company:

FIDELITY INVESTMENTS _X_ TIAA-CREF _____

MD SUPPLEMENTAL RETIREMENT PLANS (MSRP) - Nationwide _____

To this 403(b) Tax Deferred annuity account, I elect to contribute \$ _____, bi-weekly. This contribution amount will continue in subsequent calendar years if a new salary reduction agreement is not received. Please note that if this contribution is not being taken over 26 paychecks, it will be necessary for the employee to make an adjustment the following calendar year in order to avoid over-withholding. I have also attached a completed Payroll Deduction Authorization Form as required to process this transaction.

This payroll salary action is expected to begin with the paycheck issued on _____, 20__ or on such later date as may be appropriate due to required payroll procedures.

If I am contributing to retirement plans through the Veterans Administration, a Faculty practice plan, or another employer, those contributions may affect the amount that I can contribute to a SRA. I understand that I should consult with the vendor on Internal Revenue Code (IRC) regulations contribution limitations.

In signing this form I also authorize the University to release employment information to the company selected above for the purposes of monitoring compliance of my account(s) with IRC regulations.

This agreement shall be legally binding and irrevocable as to each of the parties involved. However, either party may terminate this agreement as of the end of any month, so that it does not apply to subsequently earned salary, by giving at least 30 days written notice of termination.

The amount deferred hereunder will produce a total deferral that does not exceed the applicable limitations of the Internal Revenue Code.

Signature: _____ Date: _____

USM Institution: Towson University Office Phone: _____

USM Benefits Coordinator: _____ Date: _____
(Institution Representative)



UNIVERSITY SYSTEM OF MARYLAND EMPLOYEES

Deduction Authorization Form for Enrollment/Change/Cancellation in: **FIDELITY INVESTMENTS 403(b)** Supplemental Retirement Plan (SRA)

Please print or type all information in BLACK INK for electronic imaging.

Payroll System – Check One:	<input type="checkbox"/> Regular	<input type="checkbox"/> Contract	<input type="checkbox"/> University of Maryland
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Human Resources/Payroll Agency Code

(See your pay stub for this information)

Institution Name (Place of Employment)

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Towson University

Social Security Number

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Employee Name

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Important Notes: This form is used to establish or change the employee’s elected contribution amount for biweekly deductions. This form is valid only when signed by both the employee and the Institution Benefits Coordinator.

Deduction Action Requested	Name of SRA Plan	CPB Deduction Code	Payroll Cycle
<input type="checkbox"/> Initiate	FDLTY 403(b)	68	Deduction will begin on the next available pay period upon receipt of this form at the State Central Payroll Bureau.
<input type="checkbox"/> Change			
<input type="checkbox"/> Cancel			
	Employee Total Biweekly Deduction Amount		
	Current Amount	\$	
	New Amount	\$	

Effective upon receipt at the State Central Payroll Bureau, I authorize the State of Maryland to deduct from my salary the above amount and forward it to the company listed. This authorized amount is to continue until a change is submitted by me to my Institution Benefits Coordinator on a new authorization form. Timing for the application of this action is dependent upon when it is received by the State Central Payroll Bureau. In the case of an initial enrollment, upon receipt of the funds, the vendor shall establish an account with a LifeCycle Fund.

Employee’s Signature	Date	Towson University Place of Employment
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(In the case of an initial enrollment, my signature below assures that **I will be sending this form** to the UM System Payroll/Central Payroll Bureau. Upon receipt of the funds from CPB, the vendor shall establish an account with a LifeCycle Fund and notify the employee immediately via mail.)

Benefits Coordinator’s Signature	Date	Benefits Coordinator’s Phone Number
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