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## LOAN REQUEST Please allow 3 weeks for processing

□ CHECK IF ADDRESS HAS CHANGED

□ CHECK FOR OVERNIGHT MAIL (\$25.00 fee, \$35.00 for Hawaii) Deducted from account

Date:	PEO/Payroll Company:
Name:	Worksite Employer:
SS#:	Amount: \$
Daytime Phone:	Repayment time *: *(Select between 1 to 5 years)
Home Address:	Email Address:
	Fax#:
Are you still at your worksite employer? YES NO	

Any Active Plan participant may apply for a loan from the Plan. However, no otherwise qualified applicant can apply for a loan if he or she is currently in default on another loan. And no one who has incurred a "deemed distribution" on a previous loan can apply for or receive future loans until the outstanding loan amount is paid in full.

In general, the maximum amount that can be borrowed is the lesser of 50% of a Participant's Vested Interest or \$50,000. If the applicant has any existing loans, the \$50,000 amount will be reduced by the excess (if any) of his or her highest outstanding aggregate loan balance during the 1-year period ending the day before this loan is made, over his or her outstanding aggregate loan balance on the day this loan is made. Loans that are less than \$1,000 will not be granted.

\*When taking a loan for the purchase of a primary home, you may extend the loan up to 15 years, if allowed by the plan. You must provide a signed dated copy of the good faith note or sales contract. The applicant will be charged a \$150.00 fee to process each loan application. The applicant will be charged an annual \$50.00 maintenance fee for each outstanding loan at the time they receive the loan. Loan fees will be deducted from effected participant accounts.