



Application Packet Cover Sheet

Fire & Police Pension Association of Colorado

FPPAco.org • 5290 DTC Parkway, Suite 100 • Greenwood Village, Colorado 80111-2721
(303) 770-3772 in the Denver Metro area • (800) 332-3772 toll free nationwide • (303) 771-7622 fax

For Members
of the

FPPA 457 Deferred Compensation Plan

Applying for

Distribution

This Packet Applies To:

Members who have participated in FPPA's 457 Deferred Compensation Plan and have terminated service with their current employer.

Please Remember To:

- Read the following Instruction Memorandum for details on distributions;
- Contact Fidelity Investments for the appropriate form(s); and
- Complete all parts of the appropriate form(s), sign and date them and mail the signed forms to FPPA.

Questions? Contact an FPPA Retirement Coordinator at the phone numbers listed above.

Please make copies for your files of the forms you fill out prior to submitting them to FPPA.

Forms & Publications

In this application packet you will find the following forms and information needed to process your application.
Check the box to the LEFT as you complete each of the forms.

of Pages

Instruction Memo

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If you are changing employers and want to enroll with the FPPA 457 Deferred Compensation Plan with your new employer, send the following completed form to your payroll department and they will forward it to FPPA. For more detail about the funds, you may wish to click on the *Choosing Investments That Are Right For You* brochure found on the web site (www.fppaco.org) under the Fidelity Investments link and then under the FPPA 457 Deferred Compensation link.

Deferral Form

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Investment Kit / Beneficiary Designation - *See Instruction Memorandum*

If you are leaving FPPA employment entirely, or if you are not planning to participate in this plan with your new employer, please submit the following forms addressed to: FPPA Retirement Coordinator at the address listed above.

Distribution Forms - *See Instruction Memorandum*

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Instructions Memo

This notice is to inform you that you may make an election for distribution of your Section 457 Deferred Compensation Plan funds. However you are not required to take a distribution of your account at termination of service.

Changing Employers

If you are changing employers and your new employer is affiliated with FPPA's 457 Deferred Compensation Plan you have the choice between:

- "A" (continuing to participate in the plan) and
- "B" (electing distribution of the funds).

Leaving FPPA Employment Entirely

If you are leaving FPPA employment entirely or if your new employer is not affiliated with FPPA for 457 Deferred Compensation, your only choice is "B" (electing distribution of the funds). For a list of affiliated employers please check the 'List of Participating Employers' located on the FPPA 457 Deferred Compensation Plan page of our web site at www.fppaco.org. (The page may be reached from the Fidelity link on the front page of the web site.)

A. Continuing to Participate in the Plan

If you chose to continue to participate in FPPA's 457 account with your new employer:

- Complete the *FPPA 457 Deferred Compensation Plan Deferral Form* and provide it to your employer. Fidelity will then mail an investment kit to you. The kit contains information that may help you determine an investment strategy that might be right for you.
- After you receive your Investment Kit, contact Fidelity at 1(800)343-0860 or <http://netbenefits.non-profits.com> to establish your investment elections. Until investment elections are provided to Fidelity, contributions to your account will be invested in the Fidelity Freedom fund that most closely matches your expected retirement date, based on your date of birth.

B. Electing Distribution of Funds

If you elect to take a distribution of the funds in your 457 plan, please contact Fidelity Investments at 1(800)343-0860 to choose your withdrawal date, method of payment and to request distribution form(s). Once you receive the distribution form(s) from Fidelity, please sign and forward to FPPA for approval. Fidelity has Retirement Specialists available Monday–Friday 6:00 a.m. to 10:00 p.m. MST.

Updating Beneficiary Information

If you are leaving funds in your Fidelity account, it is very important to contact Fidelity to update your beneficiary if applicable. You may call Fidelity to request that a beneficiary form be sent to you or you may update your beneficiary on Fidelity's website at www.fidelity.com/atwork and access "Your Profile." If a beneficiary designation is not provided to Fidelity, upon your death, your account balance will be distributed according to the provisions of the plan.



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Instructions Memo - *continued*

You may choose from the following distribution methods:

1. defer payment(s) from your account until a later start date with the latest possible benefit commencement date as April 1st of the calendar year following the year in which you turn 70 ½;
2. a lump sum payment;
3. periodic payments designating an amount;
4. periodic payments for a designated period of time;
5. life expectancy calculation;
6. a combination of lump sum and periodic payments; and
7. an annuity.

Note: Periodic payments are not guaranteed for life and are made for as long as there is money in your 457 deferred compensation account.

If you fail to make an election of commencement date and form of payment, your payments will automatically be paid to you in a lump sum no later than April 1 of the calendar year following the calendar year in which you attain age 70 ½.

Distributions will be fully taxable to you at the time of receipt, however, unlike a qualified pension plan, 457 plans are not subject to the 10% penalty tax.

The entire balance in your 457 Deferred Compensation account is taxable and is, therefore, eligible for a rollover to another eligible employer plan, traditional IRA or tax-sheltered annuity.

Eligible employer plans include: 401(a), 401(k), 403(b), and 457(b) (governmental plans only). An eligible employer plan is not legally required to accept a rollover. Before you decide to roll over your before-tax contributions to another eligible employer plan, you should find out whether the plan accepts rollovers and, if so, the types of distributions it accepts as a rollover. You should also find out about any documents that are required to be completed before the receiving plan will accept a rollover. Your before-tax contributions are considered a 457(b) employer plan.

If you have questions regarding this notice, please contact an FPPA Retirement Coordinator, at 1 (800) 332-3772 or (303) 770-3772.

FPPA⁴⁵⁷ Deferred Compensation Plan
Deferral Form

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 www.FPPAco.org

✓ Please check one box below. After completing and signing the form, submit it to your Payroll Administrator.
 I am: Opening a NEW 457 Account Making contribution changes to my existing 457 Account.

A. PERSONAL INFORMATION - Please print or type.

SOCIAL SECURITY NUMBER	BIRTH DATE			EMPLOYER
	MONTH	DAY	YEAR	
FIRST NAME	MIDDLE INITIAL	LAST NAME		
STREET ADDRESS				HOME PHONE () -
CITY	STATE	ZIP CODE	WORK PHONE () -	

B. CONTRIBUTION INFORMATION - Effective next pay period.

Voluntary Member Contribution Information (#1 - 4: make only ONE choice / #5: may be in addition to that choice.)

- _____ % of my current year's annual compensation. Effective Date ____/____/____. (Voluntary Contribution)
- \$_____ per pay period. Effective Date ____/____/____. (Voluntary Contribution)
- A one-time lump sum deferral of \$_____ from my pay period of ____/____/____. (Voluntary Contribution)
- I suspend my voluntary contributions to the Plan. Effective Date ____/____/____.

Required Member Contribution Information

- Automatic member contribution required by employer. _____% (Not to include the employer contribution %.)

MEMBER INSTRUCTIONS

- ✓ Please complete both sections above:
- **Section A** - Personal Information, and
 - **Section B** - Contribution Information.
- Then sign your name below, make a copy for your records and forward the original form to your Payroll Administrator.
- ✓ If you are a new participant, you will receive instructions from Fidelity Investments® to allocate your account balances and designate your beneficiary.
- I hereby authorize my employer to make the changes I have requested above in accordance with Plan rules.
- Your Signature _____ Date ____/____/____

EMPLOYER INSTRUCTIONS

- ✓ Please sign this form, retain a copy for your files and then forward the original to FPPA prior to the first payroll deduction.
- This deferral form was received by me on the date indicated below.
- Received by _____ Date ____/____/____