

Traditional 401(k) and Roth401(k)

Enrollment/Election Form

Please complete the following accurately. Print clearly. The information you provide should be current. All employees who have fulfilled the eligibility requirements to participate in this plan must complete all sections of the form, then sign and date it at the bottom. Upon completion return this enrollment form to your Plan Sponsor.

STEP ONE: FILL IN YOUR PERSONAL INFORMATION

Social Security

Number:

Name:

Last

First

MI

Address:

Street Apt#/PO Box

City

State

ZIP Code

Date of Birth

Date of Hire

Sex (M or F)

Marital Status

STEP TWO: COMPLETE YOUR CONTRIBUTION ELECTION(S)

Traditional 401(k) Contribution Election*

I elect to participate and contribute _____ % or \$ _____ of compensation per pay period.

Plan Characteristics:

1. Pre-tax contributions.
2. Tax deferred accumulations.
3. Taxable distributions (early withdrawal penalties may apply).

Roth 401(k) Contribution Election*

I elect to participate and contribute _____ % or \$ _____ of compensation per pay period.

Plan Characteristics:

1. After-tax contributions.
2. Tax deferred accumulations.
3. Potentially tax-free withdrawal of earnings (early withdrawal taxes and penalties may apply).

**All contribution amounts must be in whole percentages or whole dollar amounts. Contributions are not limited to a single type—participants may split contribution percentages and amounts between types.*

I have received, read and I understood the comparison chart of Traditional 401(k) and Roth 401(k) benefits.

I understand: (1) My election regarding the type of deferrals is irrevocable once the employer withholds the deferrals from my pay; and (2) any change of election regarding the type of deferrals is effective only for deferrals from my pay after the plan administrator accepts my change of election.

I understand I have a duty to review my pay records (pay stub, etc.) to confirm the employer properly has implemented my salary reduction election. Furthermore, I have a duty to inform the plan administrator if I discover any discrepancy between my pay records and this salary reduction agreement, I understand that my failure to report any discrepancy may result in a loss of, or reduction in, my ability to defer.

Participant Signature:

Plan Name:








Date:

Elections determined by a Plan Participant and specified on this enrollment form will be effective as soon as is administratively feasible.

For Office Use Only. Date of employee's first Roth contribution: _____ / _____ / _____

Choosing Traditional 401(k) or Roth 401(k)

Do you anticipate your tax bracket will be higher at time of distribution?

Current Marginal Income Tax Bracket*	Anticipated Marginal Income Tax Bracket At Time Of Distribution	Traditional 401(k)	Roth 401(k)
0%	Higher than Current 		✓
15%	Higher than Current 		✓
	Lower than Current 	✓	
28%	Higher than Current 		✓
	Lower than Current 	✓	
31-39.6%	Higher than Current 		✓
	Lower than Current 	✓	

How to use this chart:

Step 1. Look up your current tax bracket in column one ("Current Marginal Income Tax Bracket")

Step 2. Determine whether you think your tax bracket will be higher or lower at time of distribution in column two ("Anticipated Marginal Income Tax Bracket at time of Distribution:").

Step 3: Follow that row across to see if a Roth or traditional 401(k) is a better choice for you.

You can also split your contributions between both types of 401(k) money.

You may wish to talk to your tax advisor to assist you with this decision.