



Enrollment/Change/Opt-Out Form

EMPLOYEE INSTRUCTIONS:

Complete all applicable sections and **deliver to your employer.**

IF YOU DO NOT RETURN THIS FORM TO YOUR EMPLOYER, YOU WILL BE AUTOMATICALLY ENROLLED IN THE SOUTHERN CALIFORNIA PIPE TRADES DEFINED CONTRIBUTION (401(k)) PLAN

EMPLOYER INSTRUCTIONS: Please complete the following:

Employer Name

Employer #

After implementing the employee's contribution election, **promptly** forward this form to the address above OR to:
 Email: info@sctac.org Fax: (213) 385-2767

EMPLOYEE INFORMATION:

 Last Name, First Name, Middle Initial

 Social Security Number (last four digits required)

 Address

 City, State, ZIP Code

 Phone Number

 Date of Birth

Marital Status: Married Single Widowed
 Legally Divorced (Date: _____)

ENROLLMENT & CONTRIBUTION INFORMATION:

Enter an election for 1, 2 or 3 below. If you choose 3, enter an election **both** for Pre-tax 401(k) **and** for After-tax Roth 401(k), even if the election is zero. If you wish to retain an existing election and add or change another (for instance you want to retain your existing Pre-tax 401(k) contribution and add a Roth 401(k) contribution) list both elections.

1. I choose the automatic enrollment pre-tax 401(k) contributions of \$0.50 per hour. (Overtime premium does not apply.)

OR

2. I do not wish to participate in the Defined Contribution Plan; do not automatically enroll me. I understand that if I change employers I will be automatically enrolled at that time unless I execute a new opt-out form.

OR

3. I want to make the following Contributions:

a. **Pre-tax 401(k)**—I wish to contribute \$_____ per hour (in \$.25 increments) as **before-tax** contributions. I understand that this will reduce the amount of my taxable compensation reported on Form W-2.

When I work **overtime**, I also elect to have my contribution multiplied by the applicable overtime premium rate (for example, if I have elected to contribute \$1/hour, when I work overtime payable at time-and-one-half, my contribution for those overtime hours will be \$1.50/hour.)

b. **After-tax Roth 401(k)**—I wish to contribute \$_____ per hour (in \$.25 increments) as **after-tax** contributions. I understand that this will NOT reduce the amount of my taxable compensation reported on Form W-2.

When I work **overtime**, I also elect to have my contribution multiplied by the applicable overtime premium rate (for example, if I have elected to contribute \$1/hour, when I work overtime payable at time-and-one-half, my contribution for those overtime hours will be \$1.50/hour.)

AUTHORIZATION & AGREEMENT:

I have read and I understand the disclosures found on page 2 of this form.

X _____
 Signature

 Date