

College Portion Effective: \_\_\_\_\_

New Enrollee     Existing Enrollee

Salary                       Hourly

**KENYON COLLEGE  
EMPLOYEE AGREEMENT FOR  
RETIREMENT PLAN CONTRIBUTIONS**

UNDER THIS SALARY **REDUCTION** AGREEMENT, YOUR GROSS COMPENSATION WILL BE REDUCED BY THE AMOUNT OF YOUR CONTRIBUTION, AND YOU WILL BE TAXED ON THE REMAINING AMOUNT. YOU WILL DEFER PAYING TAXES ON YOUR RETIREMENT BENEFITS UNTIL YOU BEGIN RECEIVING THEM.

YOU WILL ALWAYS PAY TAXES ON YOUR RETIREMENT BENEFITS THAT ARISE OUT OF KENYON'S CONTRIBUTIONS AT THE TIME YOU RECEIVE THEM.

\_\_\_\_\_  
*LAST NAME*

\_\_\_\_\_  
*FIRST NAME*

\_\_\_\_\_  
*MIDDLE INITIAL*

\_\_\_\_\_  
*SOCIAL SECURITY NUMBER*

BY THIS AGREEMENT, MADE BETWEEN THE ABOVE NAMED EMPLOYEE AND KENYON COLLEGE, BOTH PARTIES AGREE TO THE FOLLOWING:

**A. REDUCTION**

**PLEASE NOTE:** IT IS MANDATORY THAT BENEFIT ELIGIBLE NON-UNION EMPLOYEES MAKE A BASIC MINIMUM CONTRIBUTION OF 5%.

**PLEASE REDUCE MY PAYCHECKS BY THE BASIC MINIMUM CONTRIBUTION OF**  **5%**  
BEGINNING \_\_\_\_\_ (DATE). THESE CONTRIBUTIONS WILL BE USED TO PURCHASE TIAA/CREF REGULAR RETIREMENT ANNUITIES.

**PLEASE MAKE ADDITIONAL REDUCTIONS OF \_\_\_\_\_% OR \$ \_\_\_\_\_ IN MY PAYCHECKS FOR THE PURCHASE OF ADDITIONAL REGULAR TIAA/CREF RETIREMENT ANNUITIES.**

THE ABOVE AMOUNTS PLUS ANY AMOUNTS INDICATED IN PART B BELOW SHOULD NOT EXCEED YOUR STATUTORY EXCLUSION ALLOWANCE UNDER SECTION 403 (b) OR THE LIMITATIONS OF SECTION 415 OF THE INTERNAL REVENUE CODE, WHICHEVER IS LESS. FOR A CALCULATION OF STATUTORY LIMITS CONTACT TIAA/CREF AT 1-800-842-2733, EXT. 2929.

**B. REDUCTION AMOUNT FOR TIAA SUPPLEMENTAL RETIREMENT ANNUITY CONTRACTS (SRA)**

IN ADDITION TO THE ABOVE AMOUNTS PLEASE REDUCE MY PAYCHECKS BY \_\_\_\_\_% OR \$ \_\_\_\_\_. THESE CONTRIBUTIONS WILL BE USED TO PURCHASE TIAA/CREF SUPPLEMENTAL RETIREMENT ANNUITIES. THESE CONTRIBUTIONS, PLUS ANY AMOUNTS INDICATED IN PART A ABOVE, WILL PRODUCE A TOTAL KENYON COLLEGE RETIREMENT CONTRIBUTION THAT DOES NOT EXCEED MY STATUTORY EXCLUSION ALLOWANCE UNDER SECTION 403 (b) OR THE LIMITATIONS OF SECTION 415 OF THE INTERNAL REVENUE CODE, WHICHEVER IS LESS. FOR A CALCULATION OF THE STATUTORY LIMITS CONTACT TIAA/CREF AT 1-800-842-2733, EXT. 2929.

(YOUR SIGNATURE IS REQUIRED ON THE REVERSE SIDE OF THIS FORM)

I ACKNOWLEDGE THAT THE AMOUNT DEFINED IN A WILL BE PAID TO MY REGULAR RETIREMENT ANNUITIES UNDER THE KENYON COLLEGE RETIREMENT PLAN. I UNDERSTAND THAT IF B IS COMPLETED, THE FUNDS WILL BE PAID TO TIAA/CREF SUPPLEMENTAL RETIREMENT ANNUITIES (SRA'S) UNDER A REDUCTION AGREEMENT.

DATE: \_\_\_\_\_

\_\_\_\_\_  
*(EMPLOYEE'S SIGNATURE)*

\_\_\_\_\_  
JENNIFER CABRAL, DIRECTOR OF HUMAN RESOURCES  
FOR KENYON COLLEGE