



**North Dakota
Public Employees Retirement System**

400 E. Broadway, Suite 505 • PO Box 1657
Bismarck, North Dakota 58502 - 1657

Sparb Collins
Executive Director
(701) 328-3900
1-800-803-7377

FAX: (701) 328-3920 • EMAIL: NDPERS-info@nd.gov • www.nd.gov/ndpers

Date

Member ID:

NAME
ADDRESS 1
ADDRESS 2
CITY ND 58XXX-XXXX

RE: DEFINED CONTRIBUTION RETIREMENT PROGRAM ELECTION SFN 52170

Dear Name:

As an eligible employee of the State of North Dakota you are automatically enrolled in the Defined Benefit Hybrid Retirement Plan. During the first six (6) months of your employment, you have the option to choose whether you wish to remain in the Defined Benefit Hybrid Retirement Plan or enroll in the Defined Contribution Retirement Plan. Following is a brief description that highlights some of the key differences between the two plans:

- **Defined Benefit Hybrid Retirement Plan.** An account is established on your behalf and contributions are made to the account by you and your employer. Once vested, you are guaranteed a monthly benefit at retirement based on your final average salary, the benefit multiplier, and your years of service credit. You will receive the benefit determined under the plan for life, regardless of the performance of the plan's investments.
- **Defined Contribution Retirement Plan.** An account is established on your behalf and contributions are made to the account by you and your employer. The amount of your benefit will be affected by the investment allocation you select, the length of time you have to invest, your vesting status, and the performance of your investments. At retirement you will determine the income stream and distribution option and will continue to receive distributions from the account until the funds are depleted. TIAA-CREF provides the recordkeeping services and investment options for this plan.

For an outline of the key difference between the two plans, please refer to the enclosed Plan Highlights publication.

You have a six (6) month window from your date of hire or change in status or until {DCEligibleDate} to make an election. Your election to transfer to the Defined Contribution Retirement Plan is irrevocable.

To assist you with your decision, we have enclosed a personalized, hypothetical pension illustration. This illustration provides you with a comparison of the potential retirement benefits you might receive under each plan based on the following assumptions:

- You will remain employed with the State until you reach Normal Retirement Date (age 65 or the "Rule of 85" for Main, Law Enforcement, and Judges Retirement systems and age 55 for National Guard Retirement System).

- You will participate in the supplemental Section 457 Deferred Compensation Program offered by the State and that you will defer 4% of your monthly salary and, therefore, earn a PEP contribution of 4% of your monthly salary.

Changing any of the assumptions will change the result of the illustration. Also, separating from eligible service prior to your Normal Retirement Date will impact the benefit you can anticipate from either plan.

If you were employed prior to October 1, 2010, this estimated transfer amount may not include all the employer interest that is eligible to actually be transferred. Upon request, NDPERS staff can provide you with alternate illustrations to assist you in making a decision.

Also enclosed are informational brochures on topics such as investment basics, creating a portfolio asset mix, investment fund options, and historical rates of return. Please read these materials and be sure you understand the information and your options before you make your decision. You may access information on the NDPERS website at www.nd.gov/ndpers or the TIAA-CREF web site at www.tiaa-cref.org/ndpers.

You must complete the enclosed Defined Contribution Retirement Program Election SFN 52170 and return it to NDPERS by {DCEligibleDate} to make an election whether you wish to transfer to the Defined Contribution Retirement Plan or remain in the Defined Benefit Retirement Plan. Upon NDPERS receipt of your election form, you may not amend your election. If NDPERS does not receive a completed election form from you by this date, you will have elected to remain in the Defined Benefit Retirement Plan.

If you have any questions, please call NDPERS at (701)328-3900 or 1-800-7377.



DEFINED CONTRIBUTION RETIREMENT PROGRAM ELECTION
 NORTH DAKOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM
 SFN 52170 (Rev. 01-2014)

NDPERS • PO Box 1657 • Bismarck • North Dakota 58502-1657
 (701) 328- 3900 • 1-800-803-7377 • Fax 701-328-3920

PART A MEMBER INFORMATION	
Name (Last, First, Middle)	NDPERS Member ID
Last Four Digits of Social Security Number	Date of Birth
<p>I have been given the opportunity to elect to remain in the defined benefit retirement program under N.D.C.C. Chapter 54-52 or terminate membership in the defined benefit retirement program and become a participating member in the defined contribution retirement program under N.D.C.C. Chapter 54-52.6. If I elect to transfer to the defined contribution program, I understand my election is irrevocable and permanent. I will be unable to rejoin the defined benefit retirement program even if I later become employed in a position which would be ineligible for the defined contribution program [except if I become a member of the highway patrol, become employed in a position subject to teachers' fund for retirement membership, or become an employee of the board of higher education or state institution under the jurisdiction of the board who is eligible to participate in an alternative retirement program established under subsection 13 of section 15-10-17]. Further, if I elect to transfer to the defined contribution program, I voluntarily waive all of my rights to a pension, annuity, retirement allowance, insurance benefit, disability benefit, dual service or any other benefit under the N.D.C.C. Chapter 54-52 defined benefit retirement program. I have had the opportunity to speak with an attorney and financial planner of my choosing at my expense, and to review N.D.C.C. Chapters 54-52 and 54-52.6 and the information available from NDPERS, and to ask any questions I may have concerning this election.</p> <p>I further understand that under the N.D.C.C. Chapter 54-52.6 defined contribution retirement program, I will be responsible to direct the investment of any transferred fund balance as well as future retirement contributions. I will be solely responsible for the investment results for my fund balance. NDPERS and its governing board will not be liable for any election or investment decision I make based upon information provided to me pursuant to N.D.C.C. Chapter 54-52.6.</p>	
PART B EMPLOYEE ELECTION - Choose one of the following elections	
<p>I have reviewed and understand each of the above provisions, and hereby elect to remain in the defined benefit retirement program this _____ day of _____ (Month), _____ (Year)</p> <p>_____</p> <p>Member Signature</p>	<p>I have reviewed and understand each of the above provisions, and hereby elect to terminate my membership in the defined benefit retirement program and transfer to the defined contribution retirement program this _____ day of _____ (Month), _____ (Year).</p> <p>_____</p> <p>Member Signature</p>
PART C SPOUSAL CONSENT – If you are married, your spouse MUST complete this section	
<p>I am the spouse of the above-named NDPERS member. I have had the opportunity to speak with an attorney and financial planner of my choosing at my expense, and to review N.D.C.C. chapters 54-52 and 54-52.6 and the information available from NDPERS, and to ask any questions I may have concerning my spouse's election. I have reviewed the above election, and I consent to the election made by my spouse. DATED this _____ day of _____ (Month), _____ (Year)</p> <p>_____</p> <p>Spouse Signature</p>	



Sample

INSTRUCTIONS

PART A MEMBER INFORMATION:

- For member identification, please provide all requested information.
- Member should review the eligibility statement.

PART B EMPLOYEE ELECTION:

- Member must select which plan they elect to participate in.

PART C SPOUSAL CONSENT (If married):

- Spouse must sign form.

If the Defined Contribution Retirement Program Election SFN 52170 is not executed properly, member will remain in the Defined Benefit Hybrid Retirement plan contained in N.D.C.C. Chapter 54-52.

Sample

```
{stdMbrFullName}  
{stdMbrAdrCorStreet1}  
{x stdMbrAdrCorStreet2}  
{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}
```