



## AGREEMENT FOR SALARY REDUCTION UNDER SECTION 403(b)

BY THIS AGREEMENT, made between \_\_\_\_\_ (The Employee) and DRAKE UNIVERSITY, The "Institution", we agree as follows:

The Employee's salary will be reduced by the amount indicated by the employee below. At the same time, the Institution will contribute a corresponding amount to the Employee's annuity contracts, which the Employee will allocate among the funding vehicles approved by the Institution.

This Agreement shall be legally binding and irrevocable for both the Institution and the Employee while employment continues. However, either party may terminate or otherwise modify this Agreement as of the end of any month (or pay period, if applicable) by giving at least thirty days written notice so that this Agreement will not apply to salary subsequently paid.

**Drake University Mandatory Tax-Deferred Retirement Plan:** If you are an eligible employee, you must, as a condition of employment begin participation in this Plan on the first of the month after you complete one year of service at the University or at any other accredited college or university, without a break in service. The amount of salary reduction under this plan shall be either 3% or 5% as indicated below. Drake University will also contribute 8% of base wages.

Non-exempt (hourly/time-card) employees must elect 3% or 5%      Exempt (salaried) employees must elect 5%

**Effective Date:** \_\_\_\_\_      **Circle One:**      **3%**      **5%**

**Elective Deferrals:** In addition to the mandatory amounts described above, (if I am eligible) I desire to make an additional elective deferral and, therefore, request to further reduce my eligible compensation by the following amounts, effective as of \_\_\_\_\_ (this date must be no earlier than the first of the month following the date this agreement was executed).

### TIAA-CREF (Group) Supplemental Retirement Annuity

Annual lump sum of \$ \_\_\_\_\_ (Note: This amount will be taken each calendar year, unless a new Salary Reduction Agreement is completed.)

**OR**

\_\_\_\_\_ % of gross annual salary (Note: This percentage is in addition to the percentage elected for the Mandatory Tax-deferred Retirement Plan).

### Retirement Annuity

Annual lump sum of \$ \_\_\_\_\_ (Note: This amount will be taken each calendar year, unless a new Salary Reduction Agreement is completed.)

**OR**

\_\_\_\_\_ % of gross annual salary (Note: This percentage is in addition to the percentage elected for the Mandatory Tax-deferred Retirement Plan).

I understand and agree, that deferrals under any other retirement plan I am participating in (including a 457 plan) in aggregate with this plan will not exceed the applicable limits in the Internal Revenue Code.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ \_\_\_\_\_  
(Employee)

\_\_\_\_\_  
(Employee's Social Security Number)

### DRAKE UNIVERSITY

Approved by \_\_\_\_\_  
(Name) (Title)

\*This election will replace any prior election on file.

### FOR UNIVERSITY USE ONLY

### DO NOT WRITE BELOW THIS LINE.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Participant	University
403(b) _____	_____ %
Add'l _____	
GSRA _____	
Total _____	