

Francis Howell School District 403(b) Plan

Plan Highlights

Introduction: Francis Howell School District is pleased to offer the 403(b) Plan to eligible employees in order to help save for retirement. The plan allows you to save on a tax deferred basis. Plan oversight and administration is provided by MidAmerica.

This brochure outlines the key provisions of the plan as well as who to contact to sign up, for plan or investment related questions, or other information. We encourage you to seriously consider taking advantage of this valuable benefit to help enhance your financial future.

Eligibility:

- **Employee Contributions:** All Employees are eligible to contribute to the 403(b) plan.

Entry Date: Employees are able to enroll in the Plan immediately upon commencing employment with Francis Howell School District.

Contribution Types:

- **Employee Contributions:** Generally, you can contribute up to 100% of your income up to \$17,500 (in 2013). You may be eligible to contribute an additional \$5,500 if you are age 50 or older. You may be eligible to contribute an additional amount if you have 15 or more years of service.
- **Francis Howell School District Nonelective Contributions:** Francis Howell School District may make a nonelective contribution to the Plan at their discretion.

Vesting:

- **Employee Contributions:** You are always 100% vested in your own contributions, plus earnings.

Withdrawal Options: (Subject to each vendor's policies. Check with your vendor for availability.)

- **In-Service Withdrawal:** If age 59 ½ or older.
- **Separation of Service:** Possible 10% penalty if under the age of 59½. Various payment options are available.
- **Loans:** Tax-free loans enable you to access your account without permanently reducing your account. You may have more than one outstanding loan, with no minimum loan amount. The combined loan amount is limited to 50% of your elective deferral vested account balance. Loans must be repaid within 5 years, or 15 years for a principal residence. Loans not repaid in accordance with the repayment schedule will result in taxation of the outstanding loan amount and a possible 10% penalty.
- **Hardships:** You may take a withdrawal for financial hardships. Hardship withdrawals are limited to the amount you have contributed to the plan and are only permitted for limited financial circumstances that must be substantiated.

Investments: A list of approved vendors and their contact information is provided on the following page and at www.spokeskids.com/FrancisHowellSD.

Please Contact:

- **Vendor:** For forms such as distribution, loans, or hardships, account balances and to transfer funds.
- **Francis Howell Benefits Office:** For any plan related questions, to start or stop a contribution or change your deduction please call 636-851-6408 or visit www.SpokesKids.com/FrancisHowellSD.

Please mail all forms to: Francis Howell School District, Attn: Benefits Office
4545 Central School Road, St. Charles, MO 63304

**Please refer to the Plan Document for more information on the Plan.
In the event of a discrepancy, the Plan Document will prevail.**



MidAmerica

Administrative & Retirement Solutions, Inc.

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Toll-Free: 866.873.4240 ♦ Fax 863.688.4466 ♦ www.midamerica.biz

Investments:

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|---|----------------|--|
| ▪ ASPIre Financial Services | (866) 634-5873 | www.403bplan.info |
| ▪ Ameriprise Financial Services, Inc. | (800) 862-7919 | www.Ameriprise.com |
| ▪ AXA Equitable Life Insurance Company | (800) 628-6673 | www.AXAonline.com |
| ▪ Horace Mann Life Insurance Company | (800) 999-1030 | www.HoraceMann.com |
| ▪ ING Life Insurance and Annuity Company | (800) 262-3862 | www.INGretirementplans.com |
| ▪ ING ReliaStar | (800) 884-5050 | www.INGretirementplans.com |
| ▪ Lincoln Investment Planning Inc. | (800) 242-1421 | www.LincolnInvestment.com |
| ▪ MetLife | (800) 283-4536 | www.MetLife.com |
| ▪ Security Benefit Life Insurance Company | (800) 888-2461 | www.SecurityBenefit.com |
| ▪ The Variable Annuity Life Insurance Company | (800) 448-2542 | www.VALIC.com |
| ▪ Thrivent Financial for Lutherans | (800) 847-4836 | www.Thrivent.com |