



**MidAmerica**

Administrative & Retirement Solutions, Inc.

[www.midamerica.biz](http://www.midamerica.biz)

211 East Main Street, Suite 100, Lakeland, FL 33801 / Fax 863.688.4466 / 866.873.4240

October 25, 2011

Re: New information regarding your 403(b) Retirement Savings Plan

Dear Lebanon Special School District Employee:

Per IRS Regulations Employers are required to provide compliance oversight and management of all of their employees' 403(b) accounts. Lebanon Special School District has chosen MidAmerica Administrative & Retirement Solutions, Inc. to take over as the Third Party Administrator for these plans effective November 1, 2011.

Please contact MidAmerica regarding any questions you have concerning your 403(b) Plan. All plan related transactions (other than investments decisions) must now be validated by MidAmerica prior to being processed by payroll or your investment provider. This includes all distributions, transfers, rollovers, hardships, loans, and salary reduction agreements.

MidAmerica will provide Plan Highlights documents that outline the main points of your Plans. In addition, MidAmerica will provide a customized web page that further explains the plans and provides financial calculators, access to forms, and a list of approved investment providers with contact information. The website address is [www.midamerica.biz](http://www.midamerica.biz). Click Participants, then 403(b) TPA Services, then Go To Your Plan, then type your Employer name until the link appears below.

MidAmerica's contact information is below.

MidAmerica Administrative & Retirement Solutions, Inc.  
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Sincerely,  
403(b) TPA Services Department  
MidAmerica Administrative & Retirement Solutions, Inc.