

# Women's Care

## 2012 Retirement Plus 401(k)/401(a) Salary Contribution Form

---

### Section 1: Employee Information

Name: \_\_\_\_\_ Employee # \_\_\_\_\_

Birth Date: \_\_\_\_\_ Hire Date: \_\_\_\_\_

Facility: \_\_\_\_\_ Department: \_\_\_\_\_ Phone: \_\_\_\_\_

---

### Section 2: Contribution Information. Check all applicable options:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> New Enrollment             | <input type="checkbox"/> Restart Deduction          | <input type="checkbox"/> Stop Contribution  |
| <input type="checkbox"/> Increase Payroll Deduction | <input type="checkbox"/> Decrease Payroll Deduction | <input type="checkbox"/> Catch-Up Provision |

---

### Section 3: Specify Contribution

Contributions may be a percentage of pay or a flat dollar amount. After one year of service, matching contributions by the company will be made on your **pre-tax contributions** up to 6% of pay. You may contribute 1% to 60% of your pay (in whole percentages) on a pre-tax basis. You may contribute from 1% to 25% of your pay (in whole percentages) on an after-tax basis, but after-tax contributions are not eligible to receive the Novant match. Pre-tax and after-tax contributions combined cannot exceed 60% of pay. Certain IRS limitations on pre-tax and after-tax savings may make it necessary to modify these amounts. For 2012, the IRS maximum pre-tax contribution limit is \$17,000.

Pre-Tax Savings (Match Eligible):  no change  
 \$ \_\_\_\_\_ per pay period, OR  \_\_\_\_\_ % per pay period

After-Tax Savings (Match Ineligible):  no change  
 \$ \_\_\_\_\_ per pay period, OR  \_\_\_\_\_ % per pay period **(after 1 year of service from date of hire)**

---

### Section 4: Catch Up Provision

If you are 50 years of age or older or will turn 50 by the end of calendar year 2012 and are contributing the maximum annual amount, you are eligible to participate in the "catch-up" provision and save additional pre-tax dollars. The maximum additional catch up provision for 2012 is \$5500, per the IRS. The total pre-tax contribution allowed for 2012 including the "catch up" is \$22,500.

- I want to use the catch-up provision under the Retirement Plus Plan.  
 no change  
Additional Pre-Tax Savings Amounts  
 \$ \_\_\_\_\_ per pay period, OR  \_\_\_\_\_ % per pay period

---

### Section 5: Employee Signature

I understand the above elections will be effective as soon as administratively feasible after this form is received. I also understand that, if I am enrolling in the Retirement Plus plan as a new participant, I must complete enrollment forms from Great West/FASCORP, the administrator of the plan, to select the mutual funds for the investment of my 401(a) pre-tax contributions, my 401(a) after-tax contributions and any Novant Health contributions.

**Please give 2 business days then you can review your change in Self Service Benefit Summary.**

---

Signature \_\_\_\_\_

Date \_\_\_\_\_

*Fax completed forms to the Human Resources Department at (336) 277-6774.*