



**Participation Authorization and Salary Reduction Agreement under Section 403(b)
Washington and Lee University Defined Contribution Plan**

This form is for pre-tax contributions. New forms replace any previously submitted forms so indicate below the TOTAL percent or dollar amount you want to contribute each payday.

Name: _____

(Please Print)

COMPLETE SECTION I OR II BELOW, and COMPLETE SECTIONS III AND IV.

I. I elect to have my compensation, as defined by the Plan, reduced by the percentage or fixed amount indicated below for allocation to my account(s) and the University's matching contribution, if applicable, allocated in the same way:

a. _____% to TIAA **OR** _____% to Fidelity

b. \$_____ to TIAA **OR** \$_____ to Fidelity

II. I elect to contribute the "general" maximum allowed by the IRS as checked below.

- \$18,500 under age 50 in 2018
- \$24,500 50 or older in 2018

**If you will have more than 15 years of service in 2018, you may qualify for a 403(b) Lifetime Catch-up contribution. This provision allows you to increase your salary deferral by up to \$3,000 per year, up to a lifetime catch-up limit of \$15,000. To determine your eligibility, contact TIAA or Fidelity (the company you use) and complete the following field.*

I certify that I have contacted _____ (Financial Consultant's Name) from _____ (TIAA or Fidelity), and they have indicated I can contribute an additional \$_____ in 2018.

Although it is my responsibility to monitor my contributions to avoid exceeding the maximum allowed, I do consent to minor adjustments by Human Resources during the year to help me stay on track.

III. I hereby direct that my contributions be distributed as follows:

_____ % to TIAA **OR** _____ % to Fidelity

