

Re: Application for Defined Contribution Benefits

Attached you will find the necessary paperwork for you to apply for a cash out of your benefit from Michigan Glass & Glazing Defined Contribution Pension Fund.

It is very important that you submit the required documents listed at the top of the “Instructions to Applicant for a Pension” form on the back of this page.

Also—

Please be advised that the Board of Trustees at their next regularly scheduled Pension Meeting* must first review your application*. Once the Board of Trustees has advised us of their decision, we will contact you further.

*Next meeting date: _____

***MUST BE RECEIVED IN THE FUND OFFICE NO LATER THAN
TEN (10) BUSINESS DAYS PRIOR TO MEETING DATE.**

(If approved, your benefit payment will be processed within 10 days following meeting date as long as all contributions have been received.)

Identification Documents Required for Pension Application

Please submit copies of the following documents with your application for benefits:

- Birth Certificate for you and your spouse (see below for alternative documents*)
- Marriage License
- Copy of current driver's license or current state I.D. (with photo) for you and your spouse
- If you have ever been divorced, please submit a complete copy of your divorce decree(s) and any accompanying orders.
- If you have ever served in the military, please submit a copy of your induction and discharge papers. If you never served, please indicate so in a brief, written statement.

***ALTERNATIVE PROOF OF AGE DOCUMENTS – accepted when birth certificate is unavailable.**

In order to be eligible for retirement benefits, you are required to produce proof of your age. The following is a list of the documents that may serve as proof of your age. Some of these documents are better proof than others. The list is arranged starting with the best type of proof, and going down to the less desirable types of documents. *You are required to furnish the best type of proof that is available.*

You do not have to furnish the original of any of these documents; you may submit a photocopy.

1. A birth certificate.
2. A baptismal certificate or a statement as to the date of birth shown by a church record, certified by the custodian of such record.
3. Notification of registration of birth in a public registry of vital statistics.
4. Hospital birth record, certified by a custodian of such record.
5. A foreign church or government record.
6. A signed statement by the physician or midwife who was in attendance at birth, as to the date of birth shown on their records.
7. Naturalization record.
8. Immigration papers.
9. Military record.
10. Passport.
11. School record, certified by the custodian of such record.
12. Vaccination record, certified by the custodian of such record.
13. An insurance policy, which shows the age or date of birth.
14. Marriage records showing date of birth or age (applications for marriage license or church record, certified by the custodian of such record; or marriage certificate).
15. Document showing approval of Social Security Pension.
16. Other evidence, such as signed statements from persons who have knowledge of the date of birth, voting records, poll-tax receipts, driver's license, etc.

**MICHIGAN GLASS AND GLAZING INDUSTRY
DEFINED CONTRIBUTION PENSION FUND**

APPLICATION

I hereby make application for benefits from the Michigan Glass and Glazing Industry Defined Contribution Pension Fund and certify that the information listed below is correct:

NAME OF APPLICANT _____ SOC. SEC. # _____

ADDRESS: _____ DATE OF BIRTH _____

_____ HOME PHONE # _____

SPOUSE _____ SOC. SEC. # _____

_____ DATE OF BIRTH _____

Last Day Worked or Separated _____ Last Employer _____

Type of Retirement:

- Normal Retirement – Age 52
- Disability Retirement – Include Physician’s Report
- Separation Benefit – 24 months with No Contributions
(Termination of Employment prior to retirement age)

Marital Status:

- Single
- Married (attach Spousal Consent)
- Widowed (attach Death Certificate)
- Divorced (attach Divorce Decree)

Distributions Options:

- Joint & Survivor Annuity 50%
- Single Life Annuity
- Lump Sum Payment

Signature of Participant/Applicant Date

Signature of Spouse (required, if married) Date

TRUSTEE APPROVAL - This request is approved by the Plan Trustees:

Union Trustee Date

Employer Trustee Date

Date of Payment/Distribution _____

**MICHIGAN GLASS AND GLAZING INDUSTRY
DEFINED CONTRIBUTION PENSION FUND**
SPOUSAL CONSENT TO A PARTICIPANT'S ELECTION TO WAIVE PAYMENT
IN THE FORM OF A QUALIFIED JOINT AND SURVIVOR ANNUITY

A. I acknowledge that I have read and understand the following:

1. My spouse, _____, is a Participant in the Michigan Glass and Glazing Industry Defined Contribution Pension Fund.
2. The Plan is a Defined Contribution Pension Plan which provides for two forms of distribution options.

a. **SINGLE LUMP SUM PAYMENT.** A Single Lump Sum Payment is made on the Participant at the time of his Retirement or Termination of Employment equal to his vested Account Balance in the Plan. No further benefits are payable after the payment of the Lump Sum Benefit is made and no benefits are payable to the Spouse upon his death.

b. **QUALIFIED JOINT & SURVIVOR ANNUITY.** If a Participant has been married at least one (1) year prior to the earliest of the date the Participant is eligible for benefits under the Plan, the annuity starting date or the date of death, the Participant's benefit will be paid in the form of a 50% Qualified Joint & Survivor Annuity. The 50% Qualified Joint & Survivor Annuity is an annuity for the life of the Participant with a 50% survivor annuity for the life of the Spouse which is equal to 50% the amount of the annuity which is payable during the joint lives of the Participant and Spouse and which is the equal to the amount of annuity benefit which can be purchased with the Participant's entire vested Account Balance.

3. The election of the Single Lump Sum Payment/Life Annuity Form of payment will not be effective unless I consent to that election. My consent must be in writing, include my acknowledgment of the effects of such an election, and must be witnessed by a representative of the Pension Plan or by a Notary Public.
4. I fully understand that if my spouse elects the Single Lump Sum Payment/Life Annuity Form of distribution that upon his death, I will not receive any benefit from the Pension Plan on his behalf.

B. I acknowledge that I have read and understand the information set out in this form. I hereby consent to my spouse's election to waive and/or reject the 50% Qualified Joint & Survivor Form of distribution and to take the Single Lump Sum Payment. I understand that I will not be entitled to any benefit subsequent to his death.

SPOUSE Signature _____ Today's Date _____

Participant Name _____ Participant Social Security No. _____

Notice to Notaries: Federal Law (i.e., the Retirement Equity Act of 1984) requires that the above Waiver must be executed in the presence of an authorized Plan representative or a Notary Public. Accordingly, it is most important that you not only witness the actual signatures identified above, but also examine their credentials to satisfy yourself that they are, in fact, the same persons as the ones identified.

NOTARY MUST WITNESS SIGNATURE

Subscribed to and sworn to before me,
This _____ day of _____, 20____.

Notary Public, _____ County
State of _____
My Commission expires _____

**MICHIGAN GLASS AND GLAZING INDUSTRY
DEFINED CONTRIBUTION PENSION FUND
LUMP SUM DISTRIBUTION DESIGNATION FORM**

TO BE COMPLETED BY THE PLAN PARTICIPANT WITH REGARD TO THE TAXATION PORTION OF THE LUMP
SUM DISTRIBUTION TO BE RECEIVED.

Please select option A, B, or C below

- [] A. The Trustees of the Michigan Glass and Glazing Industry Defined Contribution Pension Fund are directed to make full payment to me, the Participant, less any applicable withholding described in the Special Tax Notice received with this election form and application.

Signature of Participant Soc. Sec. No. Date

- [] B. The Trustees of the Michigan Glass and Glazing Industry Defined Contribution Pension Fund are directed to mail the taxable portion of my distribution to _____ (Name of Trustee/Fund) for deposit in accordance with the rollover provision.

Signature of Participant Soc. Sec. No. Date

- [] C. The Trustees of the Michigan Glass and Glazing Industry Defined Contribution Pension Fund are directed to mail \$ _____ (fill in amount) of my distribution to _____ (Name of Trustee/Fund) for deposit in accordance with the rollover provision. The remainder of the taxable portion less any applicable withholding described in the Special Tax Notice received with this election form, will be paid directly to me, the Participant.

Signature of Participant Soc. Sec. No. Date

**THE DEPOSITORY TRUSTEE/FUND MUST COMPLETE THE AGREEMENT
BELOW IS OPTION B OR C IS SELECTED**

TO BE COMPLETED BY TRUSTEE OF ELIGIBLE RETIREMENT PLAN OR IRA

AGREEMENT OF DEPOSITORY TRUSTEE

In accordance with the above authorization of the Depositor, we agree to deposit the forthcoming rollover amount from the Michigan Glass and Glazing Industry Defined Contribution Pension Fund, a Qualified Retirement Plan, in the following account:

TYPE OF ACCOUNT: _____ ACCOUNT NO.: _____

NAME OF TRUSTEE/FUND: _____

MAILING ADDRESS: _____

CONTACT: _____ TELEPHONE NO.: _____
(print)

Authorized Signature of Trustee/Fund Date

RETURN COMPLETED DESIGNATION FORM TO:
Michigan Glass and Glazing Industry Defined Contribution Pension Fund
PO BOX 966

**MICHIGAN GLASS AND GLAZING INDUSTRY
DEFINED CONTRIBUTION PENSION FUND**

CERTIFICATION OF MARITAL/SINGLE STATUS

Federal Law requires the Trustees to confirm whether a previous spouse is entitled to any portion of your pension benefits. It is necessary that we request the following certification and supporting documentation.

Failure to complete this form fully, including signing it in front of a notary public, and providing ALL documentation requested, will result in a delay of the processing of your application.

Participant Name: _____ SSN: _____

- Current marital status: SINGLE, NEVER MARRIED
 SINGLE, PREVIOUSLY MARRIED*
 MARRIED, NO PREVIOUS MARRIAGES
 MARRIED, WITH PREVIOUS MARRIAGE(S)*
 LEGALLY SEPARATED*

*If you have had previous marriages, please list the names of your ex-spouses, the dates of marriage and date of divorce or separation (if any of your previous marriages ended due to the death of your spouse at the time, please list the date of death):

<u>Ex-spouse's Name</u>	<u>Date of Marriage</u>	<u>Date of Divorce/Death</u>
_____	_____	_____
_____	_____	_____

Please provide complete copies of ALL marriage certificates, divorce decrees, separation agreements, Qualified Domestic Relations Orders and any other accompanying documents related to the termination of your previous marriage(s). If any previous spouse(s) have passed away, please provide a copy of the death certificate(s). If you do not have these documents, you should contact the appropriate court through which the proceedings occurred in order to obtain certified copies.

I hereby certify, subject to the penalty of perjury, that the above information is, to the best of my belief and knowledge, true and complete. ANY PERSON WHO SUPPLIES A FALSE CERTIFICATION IN CLAIMING A BENEFIT FORFEITS ANY RIGHT HE OR SHE MAY HAVE TO THE BENEFIT AND, UPON DISCOVERY, BECOMES LIABLE FOR FULL REPAYMENT OF ANY MONEY RECEIVED AS A CONSEQUENCE.

Participant Signature

Participant Social Security No.

Today's Date

Notice to Notaries: Federal Law (i.e., the Retirement Equity Act of 1984) requires that the above Waiver must be executed in the presence of an authorized Plan representative or a Notary Public. Accordingly, it is most important that you not only witness the actual signatures identified above, but also examine their credentials to satisfy yourself that they are, in fact, the same persons as the ones identified.

NOTARY MUST WITNESS SIGNATURE

Subscribed to and sworn to before me,
This _____ day of _____, 20____.

Notary Public, _____ County
State of _____
My Commission expires _____

**SPECIAL TAX NOTICE REGARDING
MICHIGAN GLASS AND GLAZING INDUSTRY
DEFINED CONTRIBUTION FUND
PLAN PAYMENTS**

This notice is provided to you by the Trustees of the Michigan Glass and Glazing Industry Defined Contribution Fund (your “Plan Administrator”) because all or part of the payment that you will soon receive from the Michigan Glass and Glazing Industry Defined Contribution Fund may be eligible for rollover to a “traditional” IRA (an IRA other than a Roth IRA, SIMPLE IRA, or education IRA), a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity, or a 403(b) qualified employer plan.

If you have additional questions after reading this notice, you can contact the Fund Office at 700 Tower Drive, Suite 300, Troy, MI 48099, or telephone (248)641-4957. Neither the Trustees nor the Fund Office personnel are tax advisors. **You are strongly encouraged to consult with a professional tax advisor *before* you take a payment of your benefits from the Plan.**

SUMMARY

There are three ways you may receive a Plan payment that is eligible for rollover:

1. Certain payments can be made directly to a traditional IRA (an IRA other than a Roth IRA, SIMPLE IRA, or education IRA), a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity, or a 403(b) qualified employer plan. This is called a “direct rollover.”
2. The payment can be paid directly to you.
3. A combination of these two.

If you choose a DIRECT ROLLOVER

- Your payment will not be taxed in the current year and no income tax will be withheld.
- Your payment will be made directly to your traditional IRA (an IRA other than a Roth IRA, SIMPLE IRA or education IRA), to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity or a Section 403(b) qualified employer plan that accepts rollovers. Your Plan payment cannot be rolled over to a Roth IRA, a SIMPLE IRA or an education IRA because these are specially designated accounts and are not considered “traditional” IRAs.
- Your payment will be taxed later when you take it out of the IRA, the Section 401(a) qualified employer plan, the governmental Section 457 plan, the Section 403(a) tax-sheltered annuity or the Section 403(b) qualified employer plan.

If you choose to have a Plan payment that is eligible for rollover PAID TO YOU

- If you are a participant, spouse or alternate payees, you will receive only 80% of the taxable amount of the payment, because the Plan Administrator is required to withhold 20% of that amount and send it to the IRS as income tax withholding to be credited against your taxes. If you are a non-spouse beneficiary, you will receive only 90% of the taxable amount of the payment, because the Plan Administrator is required to withhold 10% of that amount and send it to the IRS as income tax withholding to be credited against your taxes.
- Your payment will be taxed in the current year unless you roll it over yourself. Under limited circumstances, you may be able to use the special tax rules that could reduce the tax you owe. Please note that if you receive the payment before age 59½, you also may have to pay an additional 10% tax.
- You can roll over the payment yourself within 60 days of receiving it by paying it to a traditional IRA, a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity, or a Section 403(b) qualified employer plan that accepts rollovers. The amount rolled over will not be taxed until you take it out of the IRA, Section 401(a) employer plan, governmental Section 457 plan, Section 403(a) tax-sheltered annuity, or Section 403(b) qualified employer plan.

If you want to roll over 100% of the payment to an IRA or any of the qualified employer plans listed above after you've had the payment issued to you, *you must find other money to replace the 20% that was withheld*. If you roll over only the 80% that you receive, you will be taxed on the 20% that was withheld and not rolled over.

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I. PAYMENTS THAT CAN AND CANNOT BE ROLLED OVER

Payments from the Plan may be “eligible rollover distributions”. This means that they can be rolled over to a traditional IRA (other than a Roth IRA, SIMPLE IRA, or education IRA) or to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity, or a Section 403(b) qualified employer plan that accepts rollovers. Payments from a plan **cannot** be rolled over to a Roth IRA, a SIMPLE IRA, or an education IRA. Your Plan Administrator should be able to tell you what portion of your payment is an eligible rollover distribution.

The following types of payments **cannot** be rolled over:

Payments Spread Over Long Periods. You cannot roll over a payment if it is part of a series of equal (or almost equal) payments that are made at least once a year and that will last for

- your lifetime
- your lifetime and your beneficiary's lifetime or
- a period of ten years or more

Required Minimum Payments. Beginning when you reach age 70 ½, a certain portion of your payment cannot be rolled over because it is a “required minimum payment” that must be paid to you.

II. DIRECT ROLLOVER

A “direct rollover” is a direct payment of the amount of your Plan benefits to a traditional IRA (other than a Roth IRA, SIMPLE IRA, or education IRA), a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity, or a Section 403(b) qualified employer plan that accepts rollovers. You can choose a direct rollover of all or any portion of your payment that is an “eligible rollover distribution”, as described in Part I above. You are not taxed on any portion of your payment for which you choose a direct rollover until you later take it out of the traditional IRA (other than a Roth IRA, SIMPLE IRA, or education IRA) or Section 401(a) qualified employer plan, governmental Section 457 plan, Section 403(a) tax-sheltered annuity, or Section 403(b) qualified employer plan that accepts rollovers. In addition, no income tax withholding is required for any portion of your Plan benefits for which you choose a direct rollover.

Direct Rollover to an IRA. You can open an IRA to receive the direct rollover. If you choose to have your payment made directly to an IRA, contact an IRA sponsor (usually a financial institution like a bank, or an investment company) to find out how to have your payment made in a direct rollover to an IRA at that institution. If you are unsure of how to invest your money, you can temporarily establish an IRA to receive the payment. However, in choosing an IRA, you may wish to consider whether the IRA you choose will allow you to move all or a part of your payment to another IRA at a later date, without penalties or other limitations. See IRS Publication 590, *Individual Retirement Arrangements*, for more information on IRAs (including limits on how often you can roll over between IRAs), or contact your tax advisor. Your Plan payment **cannot** be rolled over to a Roth IRA, a SIMPLE IRA or an education IRA because these are specially designated accounts and are not considered “traditional” IRAs, which are IRAs to which both deductible and nondeductible contributions can be made.

Direct Rollover to a Qualified Employer Plan. If you are employed by a new employer that has a different qualified employer plan, and you want a direct rollover to that plan, ask the Plan Administrator of that plan whether it will accept your rollover. A qualified employer plan is not legally required to accept a rollover. If your new employer's plan does not accept a rollover, you can choose a direct rollover to a traditional IRA.

Qualified employer plans include the following types of eligible retirement plans: (1) a plan qualified under Section 401(a); (2) a governmental Section 457 plan; (3) a Section 403(b) tax-sheltered annuity plan; or (4) a Section 403(a) qualified annuity plan.

A governmental Section 457 plan is an eligible deferred compensation plan of a state or local government. Unless a governmental Section 457 plan agrees to separately account for amounts rolled into it from eligible retirement plans other than Section 457 plans, the governmental Section 457 plan will not be allowed to accept transfers or rollovers.

You may also make a tax-free direct rollover distribution into two types of annuity plans: Section 403(b) tax-sheltered annuity plans and Section 403(a) qualified annuity plans. To establish either type of plan, an employer must purchase an annuity contract, and the plan must meet certain requirements under Section 403 of the Internal Revenue Code. Ask your employer for information about annuity plans that may be available to you.

III. PAYMENT PAID TO YOU

If your payment is eligible to be rolled over under Part I above, but you elect to receive the payment in cash, it is subject to mandatory 20% income tax withholding. The payment is taxed in the year you receive it unless, within 60 days, you roll it over to a traditional IRA or plan qualified under Section 401(a), a governmental Section 457 plan, a Section 403(b) tax-sheltered annuity plan or a Section 403(a) qualified annuity plan that accepts rollovers. If you do not roll it over, special tax rules may apply.

Income Tax Withholding

Mandatory Withholding. If any portion of your payment *can* be rolled over under Part I above, but you elect to receive payment yourself, the Plan is required by law to withhold 20% of that payment amount as federal income tax withholding and pay that 20% to the IRS. For example, if a payment of \$10,000 is eligible to be rolled over, but you elect to receive this payment yourself, only \$8,000 will be paid to you because the Plan must withhold \$2,000 as income tax. However, when you prepare your income tax return for the year, you must report the full \$10,000 as a payment from the Plan. You will report the \$2,000 as tax withheld, and it will be credited against any income tax you owe for the year.

Voluntary Withholding. If any portion of your payment is taxable but *cannot* be rolled over under Part I above, the mandatory withholding rules described above do not apply. In this case, you may elect not to have withholding apply to that portion. To elect out of withholding, ask the Plan Administrator for the election form and related information.

Sixty-Day Rollover Option. If you receive a payment yourself that can be directly rolled over under Part I above, you can still decide to roll over all or part of it to a traditional IRA or to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity or a Section 403(b) qualified employer plan that accepts rollovers. If you decide to roll over any part of the payment you have received in cash, *you must contribute the amount of the payment wanted rolled over to a traditional IRA or to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity or a Section 403(b) qualified employer plan that accepts rollovers within 60 days after you receive the payment.* The portion of your payment that is rolled over will not be taxed until you take it out of the traditional IRA or the qualified employer plan.

You can roll over up to 100% of the payment that can be rolled over under Part I above, including an amount equal to the 20% that was withheld. If you choose to roll over 100%, you must find other money within the 60-day period to contribute to the traditional IRA or the qualified employer plan to replace the 20% that was withheld. If you roll over only the 80% that you received, you will be taxed on the 20% that was withheld.

Example: The portion of your payment that can be rolled over under Part I above is \$10,000, and you choose to have it paid to you. You will receive \$8,000 and \$2,000 will be sent to the IRS as income tax withholding. Within 60 days after receiving the \$8,000, you may still roll over the entire \$10,000 to a traditional IRA or to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity or a Section 403(b) qualified employer plan that accepts rollovers. To do this, you roll over the \$8,000 you received from the Plan, and another \$2,000 from other sources (your savings, a loan, etc.) to replace the amount that the Plan Administrator was required to remit to IRS as withholding. In this case, the entire \$10,000 is not taxed until you take it out of the traditional IRA or to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity or a Section 403(b) qualified employer plan that accepts rollovers. If you roll over the entire \$10,000, when you file your income tax return you may get a refund of part or all of the \$2,000 withheld.

If, on the other hand, you roll over only the \$8,000 that you received, the \$2,000 you do not roll over is taxed in the year it was withheld. When you file your income tax return you may get a refund of part of the \$2,000 withheld. (However, any refund is likely to be larger if you roll over the entire \$10,000.)

Additional 10% Tax If You Are Under Age 59½. If you receive a payment before you reach age 59½ and you do not roll it over, then, in addition to the regular income tax, you may have to pay an extra tax equal to 10% of the taxable portion of the payment. The additional 10% tax does not apply to (1) payments that are paid to you because you separate from employment covered by the Plan during or after the year you reach age 55, (2) payments that are paid because you retire due to disability, (3) payments that are paid to you as equal (or almost equal) payments over your life or your and your beneficiary's lives, (4) payments that are paid directly to the government to satisfy a federal tax levy, (5) payments that are paid to an alternate payee under a qualified domestic relations order, or (4) payments that do not exceed the amount of your deductible medical expenses. See IRS Form 5329 for more information on the additional 10% tax.

Under the Pension Protection Act of 2006, the 10% tax will not be imposed on reservists called to active duty between September 11, 2001 and December 31, 2007 who serve more than 179 days, and who receive a distribution within two years after the end of their active duty service. If you think this may apply to you, you should contact your tax adviser for more detailed information.

Special Tax Treatment If You Were Born Before January 1, 1936. If you receive a payment that can be rolled over under Part I and you do not roll it over to a traditional IRA or to a Section 401(a) qualified employer plan, a governmental Section 457 plan, a Section 403(a) tax-sheltered annuity or a Section 403(b) qualified employer plan that will accept it, the payment will be taxed in the year you receive it. However, if it qualifies as a “lump sum distribution”, it may be eligible for special tax treatment. A lump sum distribution is a payment, within one year, of your entire benefit under the Plan that is payable to you after you have reached age 59½ or because you have separated from employment covered by the Plan. For a payment to be treated as a lump sum distribution, you must have been a participant in the Plan for at least 5 years before the year in which you received the distribution. The special tax treatment for lump sum distributions is described below.

- **Ten-Year Averaging.** If you receive a lump sum distribution and you were born before January 1, 1936, you can make a one-time election to figure the tax on the payment by using "10-year averaging" (using 1986 tax rates). Ten-year averaging often reduces the tax you owe.
- **Capital Gain Treatment.** If you receive a lump sum distribution and you were born before January 1, 1936 and if you were a participant in the Plan before 1974, you may elect to have the part of your payment that is attributable to your pre-1974 participation in the Plan taxed as long-term capital gain at a rate of 20%.

There are other limits on the special tax treatment for lump sum distributions. For example, you can generally elect this special tax treatment only once in your lifetime, and the election applies to all lump sum distributions that you receive in that same year. If you have previously rolled over a distribution from the Plan (or certain other similar plans of the employer), you cannot use this special tax treatment for later payments from the Plan. If you roll over your payment to a traditional IRA, you will not be able to use this special tax treatment for later payments from the traditional IRA. Also, if you roll over only a portion of your payment to a traditional IRA, this special tax treatment is not available for the rest of the payment. See IRS Form 4972 for additional information on lump sum distributions and how you elect the special tax treatment.

IV. SURVIVING SPOUSE, ALTERNATE PAYEE, AND OTHER BENEFICIARIES

In general, the rules summarized above that apply to payments to a participant also apply to payments to the surviving spouse of a participant and to the spouse or former spouse(s) of a participant who are "alternate payees". You are an alternate payee if your interest in the Plan results from a "qualified domestic relations order", which is an order issued by a court, usually in connection with a divorce or legal separation, which the Plan Administrator has determined to be qualified, that is, determined to meet the requirements of the law. Some of the rules summarized above also apply to a deceased participant's beneficiary who is not a spouse.

If you are a non-spouse beneficiary, you may choose to have your benefit paid directly to you **or** paid in a DIRECT ROLLOVER to an "inheritance" IRA – it is your responsibility to make certain that your financial institution understands that you are a non-spouse beneficiary, and that you need to open an "inheritance" IRA to receive this amount. If the benefit is paid directly to you, you cannot roll it over yourself to the inheritance IRA. Thus, you do **not** have the same choices as the employee because you are not eligible for the sixty-day rollover option.

Payments to a surviving spouse, an alternate payee, or another beneficiary are generally not subject to the additional 10% tax described in section III above, even if you are younger than age 59½.

If you are a surviving spouse, an alternate payee, or another beneficiary, you may be able to use the special tax treatment for lump sum distributions as described in section III above.

If you receive a payment because of the participant's death, you may be able to treat the payment as a lump sum distribution if the participant met the appropriate age requirements, whether or not the participant had 5 years of participation in the Plan.

HOW TO OBTAIN ADDITIONAL INFORMATION

This notice summarizes only the federal (not state or local) tax rules that might apply to your payment. The rules described above are complex and contain many conditions and exceptions that are not included in this notice. Therefore, **YOU MAY WANT TO CONSULT WITH A PROFESSIONAL TAX ADVISOR BEFORE YOU TAKE A PAYMENT OF YOUR BENEFITS FROM THE PLAN.** Also, you can find more specific information on the tax treatment of payments from qualified retirement plans in IRS Publication 575, Pension and Annuity Income, and IRS Publication 590, Individual Retirement Arrangements. These publications are available from your local IRS office, on the IRS's Internet Web Site at www.irs.gov, or by calling 1-800-TAX-FORMS.

March 2007