



SHEET METAL WORKERS' LOCAL UNION NO. 80

FRINGE BENEFIT FUNDS

P.O. Box 1408 / Troy, MI 48099-1408 / (248) 641-4980 (800) 400-7710

TO: All Annuity Fund Participants

FROM: Board of Trustees,
Sheet Metal Workers' Local Union No. 80 Annuity Fund

RE: Pre-Tax Elective Deferral Contributions (a/k/a "401(k)" contributions)

DATE: January 23, 2018

The Annuity Fund's Board of Trustees recently decided to expand the eligibility to make Elective Deferral Contributions (which are also commonly called "401(k)" contributions) ***to all Plan participants regardless of classification***. The Annuity Fund's Plan document previously restricted such Elective Deferral contributions to Construction and Residential Participants only.

*If you are newly eligible to make these 401(k) contributions (i.e., in a work classification requiring contributions to the Fund other than Construction or Residential), **in order to permit you to take advantage of this change, the Fund is having a special election period from February 1, 2018 through February 28, 2018.*** During this period, you may authorize your employer to deduct from \$0.50 to \$9.00 per hour from your pre-tax gross wages to be deposited into your Annuity Fund account. These "pre-tax elective deferrals" will be treated exactly like the regular hourly employer contributions, with all of the same rules governing distribution (upon retirement, disability, separation from service or death). In addition, you should know that there are legal maximums deductions which the Fund must honor, and if your deductions happen to exceed those legal maximums in a year, the Fund will be obligated to distribute some of your pre-tax elective deferral contributions back to you, and report this amount to IRS.

After this initial start-up period, you may enter into a salary reduction agreement **within seven calendar days** of when you begin working for a new employer, and that agreement terminates when you receive your last weekly wage from that employer. When you go to your next employer, you will need to complete another form **within seven calendar days** of when you begin working for that new employer. If you work for an employer for more than six months, you may change or revoke your election **no more frequently than once each calendar year**.

In order to start your 401(k) contributions you must complete the following tasks:

1. Complete a Salary Reduction Agreement for Pre-Tax Elective Deferral-401(k) Authorization, Election and Enrollment Form;
2. Give the Employer's copy of that Form to your Employer's Payroll Department.
3. Retain the Employee's copy of that Form for your records; and
4. Mail original to the Fund Office.

A copy of this form can be found at the Fund's website – www.sheet80fringe.org. Or, you can request a form be mailed to you from the Fund office. Your employer may have this form onsite as well.

Access to information about your Annuity Fund account is available via the web at www.yourplanaccess.com/benesys. Should you have any questions, please feel free to contact the Fund Office at (248) 641-4980 or toll free at 1-800 400-7710.