

I, \_\_\_\_\_ (please print), authorize Syracuse University to reduce my "Eligible Earnings," as defined in the Syracuse University TIAA Voluntary Tax-Deferred Annuity Plan (the "Plan"), by the amounts indicated below and remit such amounts to TIAA on my behalf pursuant to the Plan.

**Enter either a dollar amount or a percentage of Eligible Earnings for each option.\***

**Voluntary Group Supplemental Retirement Annuity**

Before-Tax Election: \$ \_\_\_\_\_ per pay period OR \_\_\_\_\_ % of Eligible Earnings

Roth 403(b) After-Tax Election: \$ \_\_\_\_\_ per pay period OR \_\_\_\_\_ % of Eligible Earnings

**Voluntary Supplemental Retirement Annuity (only available to employees with an existing Voluntary Retirement Account)**

Before-Tax Election: \$ \_\_\_\_\_ per pay period OR \_\_\_\_\_ % of Eligible Earnings

Roth 403(b) After-Tax Election: \$ \_\_\_\_\_ per pay period OR \_\_\_\_\_ % of Eligible Earnings

I understand that my total annual contributions to the Plan cannot exceed the annual limit on such contributions, as imposed by the Internal Revenue Code, and that the Office of Human Resources will suspend the salary reductions when this limit has been met.

I understand that this election supersedes all prior elections and shall be effective as indicated below provided all other requirements of the Plan are fulfilled.

I would like the election to be effective as soon as administratively feasible.

I would like to delay the election to be effective on the pay cycle beginning on \_\_\_\_\_ (mm/dd/yy).

I understand that this Agreement is legally binding and irrevocable with respect to amounts paid while the Agreement is in effect and that I may amend the elections at any time with respect to future amounts.

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee's SUID: \_\_\_\_\_

Return to: Syracuse University  
HR Service Center  
Skytop Office Building  
Syracuse, New York 13244  
Phone: 443.4042  
Fax: 443.1063  
hrservic@syr.edu

Accepted and Agreed to:  
Syracuse University

By: \_\_\_\_\_

Date: \_\_\_\_\_

Employment Status:  Permanent  Temporary

\* You can view your account and contribution amounts via MySlice, including past elections. From the Employee Services pagelet select View My Benefits Summary for a complete listing of all benefits. For additional information, contact TIAA directly at 1.800.842.2776.