



## TAX-DEFERRED INVESTMENT (TDI) Salary Reduction Agreement for 403(b)

**Deadline:** This form must be received in Human Resources by the **10th** to be processed for the "Effective Month" indicated below. Otherwise, it will be processed the next eligible month.

**Effective Month:** \_\_\_\_\_, **20**\_\_\_\_\_

**Name** \_\_\_\_\_ **CSU ID** \_\_\_\_\_  
(Last Name, First, MI)

**Date of Birth** \_\_\_\_\_ **Date of Hire** \_\_\_\_\_ **Department** \_\_\_\_\_

**Email Address** \_\_\_\_\_ **Daytime Phone** \_\_\_\_\_

**Check Employee Type:**

- Academic Faculty/Administrative Professional/Post Doctoral Fellow  
  Faculty Transitional  
  State Classified  
  Hourly\*

**Check Deduction Frequency:**

- Fixed % any month wage is paid  
  Fixed \$ amount for 8 months (Sept-April)  
  Fixed \$ amount per month  
     ↳  Include *Summer Session* salary

	Current Monthly Dollar Amount or Whole %		NEW Monthly Dollar Amount or Whole %	
	Traditional (Pre Tax)	Roth (Post Tax)	Traditional (Pre-Tax)	Roth (Post-Tax)
<b>FIDELITY INVESTMENTS</b>				
<b>TIAA</b>				
<b>VALIC</b>				
<b>TOTAL OF ALL DEDUCTIONS</b>				

I hereby request that my salary be modified to reflect that the part of the compensation which would otherwise be payable to me will instead be used by the University to purchase an annuity under the terms of Section 403(b) of the Internal Revenue Code and my deduction does not exceed Internal Revenue Service (IRS) allowable maximums. For this purpose, I hereby authorize the University to reduce my future monthly salary payments by the amount indicated in the distribution agreement above and apply the indicated amount toward the purchase of a qualifying non-forfeitable tax-deferred investment on my behalf.

\*I understand that if I am paid on an hourly basis, I must elect the fixed % pay option.

This agreement shall be legally binding on both parties while active employment continues. I understand that:

1. It is my responsibility to establish an account with the investment provider I have elected prior to my deduction being withheld. If I do not establish my account in a timely manner, I understand that the investment company will return my contribution to CSU.
2. Any salary reduction agreement in effect at the end of a tax year will automatically be renewed for the following tax year unless specifically canceled or replaced by a new salary reduction agreement. (Contributions which exceed IRS limits will be reduced to the maximum by CSU and a new salary agreement will be required for the next year.)
3. I may cancel my contributions at any time with proper notice.
4. There may be IRS restrictions on withdrawals, rollovers and/or transfers (e.g., you must begin withdrawals at a certain age).

Contact your tax-deferred investment company and/or your representative directly for details.

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

- HR Use Only -

Date to Payroll:	Approved:
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