

**AGREEMENT FOR SALARY REDUCTION UNDER BENAROYA RESEARCH INSTITUTE AT  
VIRGINIA MASON  
403(b) RETIREMENT PLAN (the "Plan")**

Employee ID # \_\_\_\_\_

BY THIS AGREEMENT, made between \_\_\_\_\_ (the "Employee") and Benaroya Research Institute at Virginia Mason ("BRI"), the parties agree as follows:

Effective for salary or wages paid for work beginning on or after the first day of \_\_\_\_\_, 20\_\_\_\_ (and paid on the first pay date that relates to the first full pay period beginning on the first of day of any calendar month after an individual becomes an Eligible Employee), the Employee's eligible salary or wages will be reduced as follows:

The amount of the salary reduction will be \_\_\_\_\_% of eligible salary or wages (or \$ \_\_\_\_\_) per pay period, or \$ \_\_\_\_\_ per calendar year, to be contributed pro rata each pay period.

**Change in Contribution Election:** Effective the first pay date that relates to the first full payroll period beginning on the first day of any calendar month, a Participant may change the percentage or dollar amount of his salary reduction.

In order to change the amount a Participant contributes to the Plan through salary reduction contributions, including making an election to stop contributing to the Plan, the Participant must complete this form and provide it to BRI Human Resources no later than the last business day prior to the effective date of the change. Any change a Participant elects regarding the amount of his or her salary reduction contribution shall be applied to and reflected on the first paycheck paid to the Participant that relates to the first full payroll period beginning on the first day of the month as the effective date of the contribution election change.

For example, if you are paid on a semi-monthly basis, you will see this change or enrollment effective beginning for your hours worked from the 1<sup>st</sup> through the 15<sup>th</sup> of the month, paid on the 22<sup>nd</sup>. If you are paid on a monthly basis, you will see this change or enrollment effective beginning for your hours worked from the 1<sup>st</sup> through the last day of the month, paid on the last day of the month.

**BRI Contributions to the Plan:** If an Employee has met the applicable eligibility requirements under the Plan for participating in the employer contribution(s), BRI will contribute an amount, as defined in the Plan, up to the applicable Plan limits to the Employee's 403(b) Retirement Plan Retirement Choice (RC) annuity contract.

An Employee's salary reduction contributions, when combined with any other applicable contribution, must result in a total annual BRI contribution that does not exceed the annual addition limitations of Section 415 of the IRC, or the limitations of Section 402(g) of the IRC, whichever is least.

**Investing Plan Contributions:** The Employee may allocate the employer contribution(s) and salary reduction contributions among the investment funds approved by BRI.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Employee)  
BENAROYA RESEARCH INSTITUTE AT VIRGINIA MASON

By \_\_\_\_\_ Its \_\_\_\_\_  
(Name of Plan Administrator) (Title)