

Change of deferral contribution status

Use this form to notify your employer of a change in your deferral rate, suspend your contributions or resume your contributions. Your employer will keep this form to update payroll.

General Information

Employer name _____

Plan name _____

Employee name _____

Employee address _____

City _____ State _____ Zip _____

Employee Social Security number _____ Employee phone number _____

Employee birth date (mm/dd/year) _____ Employee hire date (mm/dd/year) _____

Suspend

I want to reduce my contributions to zero. Please execute this request as soon as administratively possible.

Resume

Employee Salary Deferral
I want to resume my participation in the plan and increase my Employee Salary Deferral contributions from zero to _____ % or \$ _____. Please execute this request as soon as administratively possible.

Roth
I want to resume my participation in the plan and increase my Roth contributions from zero to _____ % or \$ _____. Please execute this request as soon as administratively possible.

Change

Employee Salary Deferral
I want to change my Employee Salary Deferral contribution rate to _____ % or \$ _____. Please execute this request as soon as administratively possible.

Roth
I want to change my Roth contribution rate to _____ % or \$ _____. Please execute this request as soon as administratively possible.

Employee signature _____ Date _____

Access your retirement plan information via:

- WebAccess, 24/7 - <https://www.LincolnFinancial.com>
- Automated telephone access service, 24/7 - (800) 510-4015
- Customer Service Center - (800) 510-4015, from 8 a.m. to 8 p.m., EST

You may use any of the above services to change the allocation of your future contributions or your existing account balance.

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