

PARTICIPANT DISTRIBUTION INSTRUCTIONS

Your distribution package includes an Application for Distribution of Plan Benefits form, a Participant's Election for Direct Rollover form, Special Delivery Instructions, and a Special Tax Notice. Please review the Forms and read the Special Tax Notice. You may wish to consult your tax advisor before completing the Application for Plan Benefits, as certain rollover distributions, such as electing to convert your account to a Roth IRA, may result in a taxable event.

The following distribution processing fees will be deducted from your account:

1. Full withdrawal: \$75

You can contact Newport Group, Inc. for more details on these fees.

Please note that we do not guarantee the date the requested amount is liquidated from your account. However, prior to the liquidation date you are in control of your account. You may request an investment to investment transfer within your account at www.NewportGroup.com.

Please complete the following **REQUIRED** information:

1. Complete your personal information. Include an email address.
2. Mark the reason for payment.
3. Mark the form of payment. (See instructions) >>>>
4. Mark your selections for Federal and State income tax withholding, if applicable.
5. Sign and date on all applicable pages.

Return the completed forms via mail or fax to:

Newport Group, Inc.
35 Iron Point Circle, Suite 300
Folsom, CA 95630
Fax: (916) 932-1895

Form of Payment Instructions:

Cash, Installment, or Annuity: Complete Page 1

Rollover: Complete Pages 1 and 2

Complete Page 3 for Special Delivery Instructions

Distribution Processing Steps

The following are the internal processing steps necessary to complete your request:

1. The signed application is received by Newport Group, Inc.
2. A review of the application is completed by the processor to ensure compliance with the requirements under the Plan. The processor will contact the participant if there is any missing information on the form, or if the form is inaccurately completed. Delays may result.
3. If necessary, any additional required information is requested from the Plan Sponsor.
4. The participant's request is processed according to participant instructions. The proceeds are liquidated from the participant's account.
5. The liquidation trades are settled and the cash proceeds are reconciled.
6. The payment request is completed.
7. The payment is issued and sent via regular mail, overnight delivery, or electronically transferred via wire or ACH, in accordance with the participant instructions provided on the application.

The approximate processing time is 10 business days for all distributions. The 10 business days does not include mail, wire transfer, or ACH transfer delivery time.

Additional questions or special requests?

Please log in to your account at www.NewportGroup.com, email us at customerservice@newportgroup.com or call us at (888) 401-5629.



Maine Veterans' Homes Tax-Sheltered Annuity Plan APPLICATION FOR DISTRIBUTION OF PLAN BENEFITS

As a participant in the Maine Veterans' Homes Tax-Sheltered Annuity Plan, I hereby request payment of my benefit. I understand that my benefit checks and the IRS Form 1099-R will be mailed directly to me at the address below:

1. Participant's Name: _____ Social Security No: _____
 Street Address: _____ E-mail \ Phone #: _____
 City, State Zip: _____ Birth Date: _____

Married Unmarried US Citizen\Resident Alien Other

2. Reason for Payment
 Severance of Employment
 In-Service (includes 59 1/2 dist) - Amount \$ _____ Net
 Retirement

3. Form of Payment (The Plan may distribute your account, without your consent, if your account balance is \$5,000 or less)

Cash (The Plan is required to withhold 20% of taxable amount in Federal Income Tax)
 Installment Payments (The Plan is required to withhold 20% of taxable amount in Federal Income Tax for an installment period of less than 10 years)
 Choose One: Monthly Quarterly Semi-Annually Annually

Direct Rollover to New Plan (Skip Section 4 and complete Section 5 and *PARTICIPANT'S ELECTION FOR DIRECT ROLLOVER* form designating the new plan to receive the rollover)
 Direct Rollover to IRA Account (Skip Section 4 and complete Section 5 and *PARTICIPANT'S ELECTION FOR DIRECT ROLLOVER* form designating the Individual Retirement Account (IRA) to receive the rollover)
 Roth IRA Conversion Rollover (Skip Section 4. You must complete page 2 *PARTICIPANT'S ELECTION FOR DIRECT ROLLOVER* form designating the Roth Individual Retirement Account (IRA) to receive the rollover)

4. Income Tax Withholding

If you elected to have a Direct Rollover, no Income Tax will be withheld. Otherwise, taxes will be withheld in accordance with the terms of the Special Tax Notice. You may, however, elect the following:

Federal Withholding: In addition to the required 20% Federal withholding, I want \$ _____ **additional** Federal Income Tax withheld
 State Withholding: I elect to have **NO** State Income Tax withheld from my distribution (if applicable in my primary state of residence.)
 Primary State of Residence: _____ In addition to any withholdings required by my primary state of residence, I want \$ _____ **additional** State Income Tax withheld

5. Participant's Certification

I wish to have my distribution from the plan made as soon as possible. Therefore, I, hereby waive the 30-day time period otherwise required between the date the "Special Tax Notice" was provided to me and the date that my election regarding my distribution is implemented.

In connection with this waiver, I hereby confirm the following:

I acknowledge receipt of a written "Special Tax Notice," informing me of some of the tax implications associated with the distribution options available to me; that I understand that I am entitled to a reasonable period of not less than 30 days from the date the notice was provided to me in which to decide whether to make or not make a direct rollover of my distribution; and, that, regardless of this waiver, I will continue to have the opportunity within the 30-day period to reconsider my decision of whether or not to elect a direct rollover or lump sum until my distribution is actually implemented.

I understand that fees associated with my withdrawal may be deducted from my account and that I can contact Newport Group Inc. for more information.

Participant's Signature Date



**Maine Veterans' Homes Tax-Sheltered Annuity Plan
PARTICIPANT'S ELECTION FOR DIRECT ROLLOVER**

6. I, _____ (print your name), Social Security No.: _____
hereby elect to make a direct rollover of either:

- all of my eligible rollover distribution, or
- a portion of my eligible rollover distribution in the amount of \$ _____

from the Maine Veterans' Homes Tax-Sheltered Annuity Plan to the qualified plan named below (the "Receiving Plan") or the Individual Retirement Account listed below (the "IRA"). To the extent that I do not elect a direct rollover of all of my eligible rollover distribution, the portion not transferred by direct rollover shall be paid directly to me. I understand that the amount paid directly to me shall be subject to mandatory Federal Income Tax withholding of 20 percent, any applicable State Tax withholding, and penalties at the time of the distribution.

Choose one below:

- In making this election to rollover my distribution to a qualified plan, I certify the following:
 1. I am currently employed by the sponsor of the Receiving Plan.
 2. The Receiving Plan is, or is intended to be, a qualified plan under section 401(a) of the Internal Revenue Code of 1986, as amended (the "Code"), an annuity plan under section 403(a) of the Code, an annuity contract (or custodial agreement) under section 403(b) of the Code, or an eligible deferred compensation plan under section 457(b) of the Code that is maintained by an employer described in section 457(e)(1)(A) of the Code.
 3. The Receiving Plan will accept the direct rollover for my benefit.

- In making this election to rollover my distribution to an IRA account, I certify the following:
 1. I have established my Individual Retirement Account ("IRA") with an authorized bank or other financial institution.
 2. The IRA is, or is intended to be, an individual retirement account under section 408(a) of the Internal Revenue Code.
 3. The IRA will accept the direct rollover for my benefit.

- In making this election to convert my account to a Roth IRA, I certify the following:
 1. I have established my Roth Individual Retirement Account ("IRA") with an authorized bank or other financial institution.
 2. The Roth IRA is, or is intended to be, an individual retirement account under section 408A of the Code.
 3. The Roth IRA will accept the direct rollover for my benefit.
 4. By signing this rollover election, I hereby acknowledge that electing to convert my account to a Roth IRA may result in certain tax consequences, including, but not limited to, the immediate inclusion in gross income and taxation of my rollover distribution for income tax purposes.

Therefore, I hereby direct the plan administrator of the Maine Veterans' Homes Tax-Sheltered Annuity Plan to make the check payable to the following qualified plan or IRA. **I understand the check will be mailed to me and I will have to deliver the check to the Receiving Plan or IRA institution.**

Check Payable to (ABC IRA FBO John Smith):
(FBO stands for "For the Benefit Of")

IRA Account Name, Receiving Plan Name, or Financial Institution

Participant's Signature

Date



**Maine Veterans' Homes Tax-Sheltered Annuity Plan
APPLICATION FOR DISTRIBUTION OF PLAN BENEFITS**

SPECIAL DELIVERY INSTRUCTIONS

Beneficiary Name: _____

Social Security No: _____

7. A check will be mailed to the address provided on page one of this application. You can provide an alternate mailing address below. Please note that we do not recommend mailing a distribution check directly to a financial institution due to the possibility that the check may be misplaced or deposited incorrectly by the receiving institution. However, if you choose to do so, an account number must be included below:

Alternate address:

Name: _____

Account Number: _____

Street: _____

City, State Zip: _____

8. For an additional charge of \$20 that will be deducted from the total proceeds, your check can be sent via overnight delivery or the funds can be wired to your bank account. For one of these options, please indicate below:

Option (\$20 fee):

Overnight Delivery (Cannot deliver to a P.O. Box)

Wire Transfer:

Bank Name: _____

Account Name: _____

ABA or Routing Number: _____

Account Number: _____

Checking: or; Savings Account

Please be aware that if the information is not accurate, the wire may be rejected by your bank or financial institution. This will result in a delay in the delivery of the proceeds of your distribution and additional fees may apply in order to re-issue your payment. Please contact your bank if you need assistance with obtaining accurate wire information.

Choosing overnight delivery, direct deposit or wire transfer means that once the distribution is processed, the delivery of your proceeds will be expedited. However, there is no guarantee that you will receive your payment any earlier than our standard processing time of 10 business days.

SPECIAL TAX NOTICE

(NON-ROTH NOTICE)

YOUR ROLLOVER OPTIONS FOR PAYMENTS *NOT* FROM A DESIGNATED ROTH ACCOUNT

You are receiving this notice because all or a portion of a payment you are receiving from the retirement plan referenced in the Application for Distribution of Plan Benefits accompanying this notice (the "Plan") is eligible to be rolled over to an IRA or an employer plan. This notice is intended to help you decide whether to do such a rollover.

This notice describes the rollover rules that apply to payments from the Plan that are not from a designated Roth account (a type of account with special tax rules in some employer plans). If you also receive a payment from a designated Roth account in the Plan, you will be provided a different notice for that payment, and the Plan administrator or the payor will tell you the amount that is being paid from each account.

Rules that apply to most payments from a plan are described in the "General Information About Rollovers" section. Special rules that only apply in certain circumstances are described in the "Special Rules and Options" section.

GENERAL INFORMATION ABOUT ROLLOVERS

How can a rollover affect my taxes?

You will be taxed on a payment from the Plan if you do not roll it over. If you are under age 59½ and do not do a rollover, you will also have to pay a 10% additional income tax on early distributions (unless an exception applies). However, if you do a rollover, you will not have to pay tax until you receive payments later and the 10% additional income tax will not apply if those payments are made after you are age 59½ (or if an exception applies).

Where may I roll over the payment?

You may roll over the payment to either an IRA (an individual retirement account or individual retirement annuity) or an employer plan (a tax-qualified plan, section 403(b) plan, or governmental section 457(b) plan) that will accept the rollover. The rules of the IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the IRA or employer plan (for example, no spousal consent rules apply to IRAs and IRAs may not provide loans). Further, the amount rolled over will become subject to the tax rules that apply to the IRA or employer plan.

How do I do a rollover?

There are two ways to do a rollover. You can do either a direct rollover or a 60-day rollover.

If you do a direct rollover, the Plan will make the payment directly to your IRA or an employer plan. You should contact the IRA sponsor or the administrator of the employer plan for information on how to do a direct rollover.

If you do not do a direct rollover, you may still do a rollover by making a deposit into an IRA or eligible employer plan that will accept it. You will have 60 days after you receive the payment to make the deposit. If you do not do a direct rollover, the Plan is required to withhold 20% of the payment for federal income taxes (up to the amount of cash and property received other than employer stock). This means that, in order to roll over the entire payment in a 60-day rollover, you must use other funds to make up for the 20% withheld. If you do not roll over the entire amount of the payment, the portion not rolled over will be taxed and will be subject to the 10% additional income tax on early distributions if you are under age 59½ (unless an exception applies).

How much may I roll over?

If you wish to do a rollover, you may roll over all or part of the amount eligible for rollover. Any payment from the Plan is eligible for rollover, except:

- Certain payments spread over a period of at least 10 years or over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Required minimum distributions after age 70½ (or after death)
- Hardship distributions
- ESOP dividends
- Corrective distributions of contributions that exceed tax law limitations
- Loans treated as deemed distributions (for example, loans in default due to missed payments before your employment ends)
- Cost of life insurance paid by the Plan
- Contributions made under special automatic enrollment rules that are withdrawn pursuant to your request within 90 days of enrollment
- Amounts treated as distributed because of a prohibited allocation of S corporation stock under an ESOP (also, there will generally be adverse tax consequences if you roll over a distribution of S corporation stock to an IRA).

The Plan administrator or the payor can tell you what portion of a payment is eligible for rollover.

If I don't do a rollover, will I have to pay the 10% additional income tax on early distributions?

If you are under age 59½, you will have to pay the 10% additional income tax on early distributions for any payment from the Plan (including amounts withheld for income tax) that you do not roll over, unless one of the exceptions listed below applies. This tax is in addition to the regular income tax on the payment not rolled over.

The 10% additional income tax does not apply to the following payments from the Plan:

- Payments made after you separate from service if you will be at least age 55 in the year of the separation
- Payments that start after you separate from service if paid at least annually in equal or close to equal amounts over your life or life expectancy (or the lives or joint life expectancy of you and your beneficiary)
- Payments from a governmental defined benefit pension plan made after you separate from service if you are a public safety employee and you are at least age 50 in the year of the separation
- Payments made due to disability
- Payments after your death
- Payments of ESOP dividends
- Corrective distributions of contributions that exceed tax law limitations
- Cost of life insurance paid by the Plan
- Contributions made under special automatic enrollment rules that are withdrawn pursuant to your request within 90 days of enrollment
- Payments made directly to the government to satisfy a federal tax levy
- Payments made under a qualified domestic relations order (QDRO)
- Payments up to the amount of your deductible medical expenses
- Certain payments made while you are on active duty if you were a member of a reserve component called to duty after September 11, 2001 for more than 179 days
- Payments of certain automatic enrollment contributions requested to be withdrawn within 90 days of the first contribution.

If I do a rollover to an IRA, will the 10% additional income tax apply to early distributions from the IRA?

If you receive a payment from an IRA when you are under age 59½, you will have to pay the 10% additional income tax on early distributions from the IRA, unless an exception applies. In general, the exceptions to the 10% additional income tax for early distributions from an IRA are the same as the exceptions listed above for early distributions from a plan. However, there are a few differences for payments from an IRA, including:

- There is no exception for payments after separation from service that are made after age 55.
- The exception for qualified domestic relations orders (QDROs) does not apply (although a special rule applies under which, as part of a divorce or separation agreement, a tax-free transfer may be made directly to an IRA of a spouse or former spouse).
- The exception for payments made at least annually in equal or close to equal amounts over a specified period applies without regard to whether you have had a separation from service.
- There are additional exceptions for (1) payments for qualified higher education expenses, (2) payments up to \$10,000 used in a qualified first-time home purchase, and (3) payments after you have received unemployment compensation for 12 consecutive weeks (or would have been eligible to receive unemployment compensation but for self-employed status).

Will I owe State income taxes?

This notice does not describe any State or local income tax rules (including withholding rules).

SPECIAL RULES AND OPTIONS

If your payment includes after-tax contributions

After-tax contributions included in a payment are not taxed. If a payment is only part of your benefit, an allocable portion of your after-tax contributions is generally included in the payment. If you have pre-1987 after-tax contributions maintained in a separate account, a special rule may apply to determine whether the after-tax contributions are included in a payment.

You may roll over to an IRA a payment that includes after-tax contributions through either a direct rollover or a 60-day rollover. You must keep track of the aggregate amount of the after-tax contributions in all of your IRAs (in order to determine your taxable income for later payments from the IRAs). If you do a direct rollover of only a portion of the amount paid from the Plan and a portion is paid to you, each of the payments will include an allocable portion of the after-tax contributions. If you do a 60-day rollover to an IRA of only a portion of the payment made to you, the after-tax contributions are treated as rolled over last. For example, assume you are receiving a complete distribution of your benefit which totals \$12,000, of which \$2,000 is after-tax contributions. In this case, if you roll over \$10,000 to an IRA in a 60-day rollover, no amount is taxable because the \$2,000 amount not rolled over is treated as being after-tax contributions.

You may roll over to an employer plan all of a payment that includes after-tax contributions, but only through a direct rollover (and only if the receiving plan separately accounts for after-tax contributions and is not a governmental section 457(b) plan). You can do a 60-day rollover to an employer plan of part of a payment that includes after-tax contributions, but only up to the amount of the payment that would be taxable if not rolled over.

If you miss the 60-day rollover deadline

Generally, the 60-day rollover deadline cannot be extended. However, the IRS has the limited authority to waive the deadline under certain extraordinary circumstances, such as when external events prevented you from completing the rollover by the 60-day rollover deadline. To apply for a waiver, you must file a private letter ruling request with the IRS. Private letter ruling requests require the payment of a nonrefundable user fee. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

If your payment includes employer stock that you do not roll over

If you do not do a rollover, you can apply a special rule to payments of employer stock (or other employer securities) that are either attributable to after-tax contributions or paid in a lump sum after separation from service (or after age 59½, disability, or the participant's death). Under the special rule, the

net unrealized appreciation on the stock will not be taxed when distributed from the Plan and will be taxed at capital gain rates when you sell the stock. Net unrealized appreciation is generally the increase in the value of employer stock after it was acquired by the Plan. If you do a rollover for a payment that includes employer stock (for example, by selling the stock and rolling over the proceeds within 60 days of the payment), the special rule relating to the distributed employer stock will not apply to any subsequent payments from the IRA or employer plan. The Plan administrator can tell you the amount of any net unrealized appreciation.

If you have an outstanding loan that is being offset

If you have an outstanding loan from the Plan, your Plan benefit may be offset by the amount of the loan, typically when your employment ends. The loan offset amount is treated as a distribution to you at the time of the offset and will be taxed (including the 10% additional income tax on early distributions, unless an exception applies) unless you do a 60-day rollover in the amount of the loan offset to an IRA or employer plan.

If you were born on or before January 1, 1936

If you were born on or before January 1, 1936 and receive a lump sum distribution that you do not roll over, special rules for calculating the amount of the tax on the payment might apply to you. For more information, see IRS Publication 575, Pension and Annuity Income.

If your payment is from a governmental section 457(b) plan

If the Plan is a governmental section 457(b) plan, the same rules described elsewhere in this notice generally apply, allowing you to roll over the payment to an IRA or an employer plan that accepts rollovers. One difference is that, if you do not do a rollover, you will not have to pay the 10% additional income tax on early distributions from the Plan even if you are under age 59½ (unless the payment is from a separate account holding rollover contributions that were made to the Plan from a tax-qualified plan, a section 403(b) plan, or an IRA). However, if you do a rollover to an IRA or to an employer plan that is not a governmental section 457(b) plan, a later distribution made before age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies). Other differences are that you cannot do a rollover if the payment is due to an "unforeseeable emergency" and the special rules under "If your payment includes employer stock that you do not roll over" and "If you were born on or before January 1, 1936" do not apply.

If you are an eligible retired public safety officer and your pension payment is used to pay for health coverage or qualified long-term care insurance

If the Plan is a governmental plan, you retired as a public safety officer, and your retirement was by reason of disability or was after normal retirement age, you can exclude from your taxable income plan payments paid directly as premiums to an accident or health plan (or a qualified long-term care insurance contract) that your employer maintains for you, your spouse, or your dependents, up to a maximum of \$3,000 annually. For this purpose, a public safety officer is a law enforcement officer, firefighter, chaplain, or member of a rescue squad or ambulance crew.

If you roll over your payment to a Roth IRA

You can roll over a payment from the Plan made before January 1, 2010 to a Roth IRA only if your modified adjusted gross income is not more than \$100,000 for the year the payment is made to you and, if married, you file a joint return. These limitations do not apply to payments made to you from the Plan after 2009. If you wish to roll over the payment to a Roth IRA, but you are not eligible to do a rollover to a Roth IRA until after 2009, you can do a rollover to a traditional IRA and then, after 2009, elect to convert the traditional IRA into a Roth IRA.

If you roll over the payment to a Roth IRA, a special rule applies under which the amount of the payment rolled over (reduced by any after-tax amounts) will be taxed. However, the 10% additional income tax on early distributions will not apply (unless you take the amount rolled over out of the Roth IRA within 5 years, counting from January 1 of the year of the rollover). For payments from the Plan during 2010 that are rolled over to a Roth IRA, the taxable amount can be spread over a 2-year period starting in 2011.

If you roll over the payment to a Roth IRA, later payments from the Roth IRA that are qualified distributions will not be taxed (including earnings after the rollover). A qualified distribution from a Roth IRA is a payment made after you are age 59½ (or after your death or disability, or as a qualified first-time homebuyer distribution of up to \$10,000) and after you have had a Roth IRA for at least 5 years. In applying this 5-year rule, you count from January 1 of the year for which your first contribution was made to a Roth IRA. Payments from the Roth IRA that are not qualified distributions will be taxed to the extent of earnings after the rollover, including the 10% additional income tax on early distributions (unless an exception applies). You do not have to take required minimum distributions from a Roth IRA during your lifetime. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

You cannot roll over a payment from the Plan to a designated Roth account in an employer plan.

If you are not a plan participant

Payments after death of the participant. If you receive a distribution after the participant's death that you do not roll over, the distribution will generally be taxed in the same manner described elsewhere in this notice. However, the 10% additional income tax on early distributions and the special rules for public safety officers do not apply, and the special rule described under the section "If you were born on or before January 1, 1936" applies only if the participant was born on or before January 1, 1936.

If you are a surviving spouse. If you receive a payment from the Plan as the surviving spouse of a deceased participant, you have the same rollover options that the participant would have had, as described elsewhere in this notice. In addition, if you choose to do a rollover to an IRA, you may treat the IRA as your own or as an inherited IRA.

An IRA you treat as your own is treated like any other IRA of yours, so that payments made to you before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies) and required minimum distributions from your IRA do not have to start until after you are age 70½.

If you treat the IRA as an inherited IRA, payments from the IRA will not be subject to the 10% additional income tax on early distributions. However, if the participant had started taking required minimum distributions, you will have to

receive required minimum distributions from the inherited IRA. If the participant had not started taking required minimum distributions from the Plan, you will not have to start receiving required minimum distributions from the inherited IRA until the year the participant would have been age 70½.

If you are a surviving beneficiary other than a spouse. If you receive a payment from the Plan because of the participant's death and you are a designated beneficiary other than a surviving spouse, the only rollover option you have is to do a direct rollover to an inherited IRA. Payments from the inherited IRA will not be subject to the 10% additional income tax on early distributions. You will have to receive required minimum distributions from the inherited IRA.

Payments under a qualified domestic relations order. If you are the spouse or former spouse of the participant who receives a payment from the Plan under a qualified domestic relations order (QDRO), you generally have the same options the participant would have (for example, you may roll over the payment to your own IRA or an eligible employer plan that will accept it). Payments under the QDRO will not be subject to the 10% additional income tax on early distributions.

If you are a nonresident alien

If you are a nonresident alien and you do not do a direct rollover to a U.S. IRA or U.S. employer plan, instead of withholding 20%, the Plan is generally required to withhold 30% of the payment for federal income taxes. If the amount withheld exceeds the amount of tax you owe (as may happen if you do a 60-day rollover), you may request an income tax refund by filing Form 1040NR and attaching your Form 1042-S. See Form W-8BEN for claiming that you are entitled to a reduced rate of withholding under an income tax treaty. For more information, see also IRS Publication 519, U.S. Tax Guide for Aliens, and IRS Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

Other special rules

If a payment is one in a series of payments for less than 10 years, your choice whether to make a direct rollover will apply to all later payments in the series (unless you make a different choice for later payments).

If your payments for the year are less than \$200 (not including payments from a designated Roth account in the Plan), the Plan is not required to allow you to do a direct rollover and is not required to withhold for federal income taxes. However, you may do a 60-day rollover.

Unless you elect otherwise, a mandatory cashout of more than \$1,000 (not including payments from a designated Roth account in the Plan) will be directly rolled over to an IRA chosen by the Plan administrator or the payor. A mandatory cashout is a payment from a plan to a participant made before age 62 (or normal retirement age, if later) and without consent, where the participant's benefit does not exceed \$5,000 (not including any amounts held under the plan as a result of a prior rollover made to the plan).

You may have special rollover rights if you recently served in the U.S. Armed Forces. For more information, see IRS Publication 3, Armed Forces' Tax Guide.

FOR MORE INFORMATION

You may wish to consult with the Plan administrator or payor, or a professional tax advisor, before taking a payment from the Plan. Also, you can find more detailed information on the federal tax treatment of payments from employer plans in: IRS Publication 575, Pension and Annuity Income; IRS Publication 590, Individual Retirement Arrangements (IRAs); and IRS Publication 571, Tax-Sheltered Annuity Plans (403(b) Plans). These publications are available from a local IRS office, on the web at www.irs.gov, or by calling 1-800-TAX-FORM.