

What is an "Unforeseeable Emergency?"

An "unforeseeable emergency" is a severe financial hardship that includes:

- A sudden and unexpected illness or accident that you or a dependent experiences;
- Loss of your property due to casualty; or
- Other similar extraordinary and unforeseeable circumstances arising as a result of events beyond your control. Sending a child to college or purchasing a home is not considered an unforeseeable emergency.

CERF cannot make distributions for unforeseeable emergencies if the hardship can be relieved:

- Through reimbursement or compensation by insurance or from other sources;
- By liquidation of your assets (to the extent that the liquidation does not cause severe financial hardship); or
- By stopping your deferrals or contributions to this plan.

Additionally, if you have not contributed to the plan for two years, you may request an in-service withdrawal. To do this, you must:

- Have an account balance of \$5,000 or less; and
- Not have received a previous in-service distribution.

Payment Options

In order to receive your benefits, you must request payment from your account by completing a Distribution/Direct Rollover/Transfer form. In the event of your death, your beneficiary will need to request payment from your account by completing a Death Benefit Claim form.

These forms should be completed and submitted to Great-West. It may take 6-8 weeks from the date the forms are received before you receive your lump-sum payment or begin receiving payments under one of the other options.

You may choose any one of the following payment options:



Lump-Sum Payment

Your entire benefit is distributed in one payment. If your account balance is \$5,000 or less, your benefits will be paid automatically as a lump sum.

Partial Lump-Sum Payments

You can elect to receive a partial lump-sum payment, and the balance of your account will be paid out in installments over a period of time that you select. If you die before receiving all of your payments, any remaining payments will be made to your designated beneficiary.

Periodic Payments

The balance of your account will be paid out in installments over a period of time that you select. If you die before receiving all of your installment payments, the remaining payments will be made to your designated beneficiary.

Annuity Payments

You can elect to receive regular annuity payments, which can be made on a monthly, quarterly or annual basis. You can choose to have these payments made to you over your lifetime or to a beneficiary after your death. If you choose to have payments made to you and your beneficiary, the payments you receive will be less than if you had elected to have the payments made only to you. The money in your 457 account will be transferred to the insurance company that will be responsible for sending your annuity checks.

Transfers

Money in your CERF 457 account can be rolled into another eligible 457, 401(k), 403(b) or 401(a) plan or to a separate account deemed to be an IRA after you leave county employment.

Death Benefit

If you die and there is money in your account at the time of your death, the remaining account balance will be paid to your beneficiary upon receipt of a Death Benefit Claim form by Great-West. If you have not designated a beneficiary, payment will be made to your spouse. If you do not have a spouse, payment will be made to your estate.

Income Taxes

An automatic 20% tax withholding will apply to your withdrawals. Only the amount received in a calendar year is taxable for that year and your remaining balance will continue to grow tax-deferred. Because taxes are complicated and everyone's situation is unique, you should always seek the advice of an independent tax advisor before making a withdrawal.

How to reach us...

County Employees' Retirement Fund

2121 Schotthill Woods Drive

Jefferson City, MO 65101

Toll-free: (877) 632-2373

Fax: (573) 761-4404

E-mail: admin@mocerf.org

Website: www.mocerf.org

Great-West Retirement Services

100 N. Tucker, Suite 100

St. Louis, MO 63101

Toll-free: (877) 895-1394

Fax: (314) 241-2181

E-mail: james.ellison@gwrs.com

Website: www.gwrs.com

The purpose of this brochure is to enable a member to more easily understand benefits provided under the CERF Savings Plan. If we have omitted or misstated any of the plan's provisions when explaining the topics covered by this brochure, the official plan rules contained in the Code of State Regulations will remain the final authority.

OTHER AVAILABLE BROCHURES:

"Participating in the CERF Pension Plan"

"Creditable Service in the CERF Pension Plan"

"Benefits for your Survivors in the CERF Pension Plan"

"When You Retire in the CERF Pension Plan"

"When You Terminate Non-Vested in the CERF Pension Plan"

"Participating in the CERF 401(a) Savings Plan"



The 457 plan is designed to provide tax advantages to you through voluntary pre-tax contributions, which lower your taxable income and reduce your tax liability. Your participation enables you to set aside money for retirement.

You must be enrolled in the CERF Pension Plan to participate in the CERF 457 Savings Plan.

Voluntary Contributions

All county employees who participate in this plan can make voluntary contributions equal to either a flat-dollar amount or a percentage of pay through regular payroll deductions. The minimum amount you can contribute is \$10 each month. Under federal law, the maximum amount you can contribute or defer in 2011 is the lesser of 100% of includible compensation (as defined in 16 CSR50-20.120(1)(I)), or \$16,500, as adjusted to reflect cost-of-living increases.

If you participate in more than one 457 plan, you are responsible for monitoring the amount you defer under all plans so as not to exceed the maximum deferral limit.

Because CERF cannot provide tax advice, you are encouraged to speak with an independent tax consultant if you have questions about the taxation of your contributions, maximum deferral limits or how CERF works with other plans in which you participate.

When and How to Enroll

Enrolling in the CERF 457 Savings Plan is easy. You will need to:

- Review enrollment materials obtained from your payroll office or by calling Great-West at (877) 895-1394;
- Complete a 457 Enrollment/Beneficiary form and choose your investment option(s); and
- Return the completed form to your county payroll office.

Enrollment/Beneficiary forms are also available to download from www.mocerf.org. Please keep your address updated with CERF in order to continue to receive important information about the Savings Plan.

If you would like to change or stop your payroll deduction for the 457 plan, you will need to complete a 457 Salary Deferral Agreement obtained from the county payroll office, or the CERF website, and return the form to the county payroll office.

You may change your investment elections at any time by going online at www.gwrs.com or by calling KeyTalk at (800) 701-8255. You will need to use your User ID and personal identification number (PIN) provided to you by Great-West.

To illustrate how voluntary contributions to the CERF 457 Plan will help you reduce your tax liability while you save for retirement, assume you earn \$20,000 per year, pay a 20% marginal federal and state income tax rate and contribute 5% of pay to the plan.

If You Save in the CERF 457 Plan

Pre-tax pay	\$20,000
457 contributions (5% x \$20,000)	\$1,000
Taxable Wages	\$19,000
Income taxes paid	\$3,800

**\$200 saved in income taxes
\$1,000 saved in the CERF Savings Plan!**

If You Do Not Save in the CERF 457 Plan

Pre-tax pay	\$20,000
457 contributions	\$0
Taxable Wages	\$20,000
Income taxes paid	\$ 4,000

No tax savings and \$0 saved in the CERF 457 Plan.

Matching Contributions from CERF

Each year, CERF's Board of Directors will determine the amount available for matching contributions. The maximum match that the Board can approve is:

50¢ for every dollar that you contribute to the CERF 457 Savings Plan, up to the first 6% of pay. This will apply to non-LAGERS and LAGERS participants.

To receive the match, you must have made 457 contributions during the plan year and you:

- Earned and received pay for at least 1,000 hours during the year or were on a qualified leave of absence on December 31;
- Separated from service after attainment of age 62, after having become vested in the CERF Savings Plan; or
- Die during the year.


Although CERF's match is based on your voluntary contributions to the CERF 457 plan, the actual matching funds are deposited into your CERF 401(a) account. As periodic account statements are received from Great-West, you will want to verify that your 457 contributions are being deposited into the 457 plan account (rather than the 401(a) plan account) in order to receive the full match to which you are entitled.

Vesting

"Vesting" means you have a permanent right to your benefit – even if you leave county employment. With the 457 plan, you are always 100% vested in your voluntary and rollover contributions and any investment return on this money. You are 100% vested in the CERF match, as well as any investment return the match earns, after at least five years of service made up of 1,000 hours each year. If you leave county employment before you have five years of service, you will forfeit all matching contributions along with the corresponding investment returns.

Investing Your Money

The CERF Savings Plan offers a broad range of investment options from the conservative, such as guaranteed investment options, to the more aggressive, such as international or small company stock funds. Generally,



conservative investments with a lower investment risk offer a lower potential return over time, whereas more aggressive investments offer a greater potential return but with more investment risk. The plan is flexible; you can put all of your money in a single investment option or you can invest in a combination of options. Enrollment forms have funds listed on them for selection upon enrollment. *Until you select your investment options, your money will be invested in the most conservative option, the Great-West Portfolio fund.* For detailed information about the investment options that are available to you, contact Great-West at (877) 895-1394, or visit www.gwrs.com. You will need to have your User ID and personal identification number (PIN), provided to you by Great-West, to obtain this information.

Receiving Your 457 Benefits

You may receive a distribution from your 457 account if you:

- Leave county employment;
- Reach age 70^{1/2};
- Have an "unforeseeable emergency;" or
- Die.

If you have an "unforeseeable emergency," you may apply for a hardship distribution by submitting an application to Great-West. You can only request an amount that is sufficient to meet this emergency. Your application will be reviewed and approved by Great-West and CERF to ensure it meets appropriate guidelines before a distribution can be made.



CERF
COUNTY EMPLOYEES'
RETIREMENT FUND

