

# **2018 403(b) TSA Announcement for SOESD**

## **Supplemental Retirement Saving Opportunities**

Southern Oregon ESD (SOESD) offers an excellent program through which you may contribute a portion of your current income into supplemental retirement savings accounts. The SOESD supplemental retirement savings program is offered under Section 403(b) of the Internal Revenue Code, and is called the Tax-Sheltered Annuity Plan (TSA Plan). SOESD has adopted the services of Carruth Compliance Consulting, Inc. (CCC), an independent third party administrator, to provide compliance and administration services for the 403(b) TSA Plan.

**All part-time and full-time employees are eligible to contribute.**

You may begin making elective deferrals in the TSA Plan at any time by establishing an investment account with an authorized vendor and then completing and submitting a salary reduction agreement via signed hard copy or online using CCC's online enrollment system.

## **Contribution Limits for 2018**

The basic elective deferral limit for 2018 is the **lesser** of **\$18,500.00** or **100% of your compensation**.

If your 50th birth date occurs on or before December 31, 2018, you are eligible to defer an additional **\$6,000.00**, provided your compensation is large enough to allow the extra deferral.

Finally, if you will have at least 15 years of full-time equivalent service with SOESD by December 31, 2018, then you may be eligible to contribute up to an additional **\$3,000** during 2018. If you are planning to make contributions to utilize this catch-up feature, please contact CCC to confirm your maximum allowable contributions for 2018.

## **Plan Information Is Available on the Web**

Comprehensive information about the SOESD TSA Plan is available on the web at [www.ncompliance.com](http://www.ncompliance.com), including enrollment procedures (SOESD allows you to create a login account on the CCC website to enroll online and monitor activity in your accounts), a salary reduction agreement form (if you prefer not to enroll online), vendor information, transaction information, and educational materials. If you are starting contributions to a new vendor, you must provide documentation that you have established an account with the vendor. Subject to payroll deadlines, you may change vendors and/or increase, decrease, or stop contributions at any time by submitting new salary reduction agreements. Educational information is available on the CCC website to make it easy for you to learn more about supplemental retirement savings plans and retirement readiness. We encourage you to explore this information at [www.ncompliance.com/education.aspx](http://www.ncompliance.com/education.aspx).

## **Participant Responsibilities**

When contributing to an employer-sponsored supplemental retirement savings plan, it is important that you monitor your account activity regularly for accuracy (e.g., deposits of your contributions) and make sure your contact information and beneficiary information are up-to-date. If you believe that a problem may exist, please contact the Third Party Administrator (see contact information below) or your employer immediately.

## **Employee Login Accounts Available**

Employees and former SOESD employees may create Online Accounts to monitor participation activities associated with the SOESD 403(b) Plan. Establishing an online account will allow you to review information about your participation in the 403(b) Plan, including contributions to vendors, account balances (if provided to CCC by vendors), and various transactions processed on your behalf by CCC.

## **Contact CCC with Any Questions About Your Employer's TSA Plan**

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