

**TIAA 403(b) ADOPTION AGREEMENT  
ADMINISTRATIVE CHECKLIST ADDENDUM**

61. **PLAN LOAN PROVISIONS (7.06).** *(Complete this question only if 43(b) has been selected. Choose one or more of (a) through (h) if applicable.)*
- (a) **[X] Limitation of Loan Amount.** *(Choose (1) or one or both of (2) and (3)):*
- (1) **[X]** May not borrow less than \$1,000 in any single loan.
- (2) **[ ]** May not borrow less than \$\_\_\_\_\_ (not more than \$1,000) in any single general purpose loan.
- (3) **[ ]** May not borrow less than \$\_\_\_\_\_ for any single residential loan.
- (b) **[X] Home loans.** The Plan will permit loan repayment periods over 5 years for loans used to acquire a Participant's principal residence. The term for a home loan will be up to *(Choose (1) or (2))*:
- (1) **[X]** 10 years.
- (2) **[ ]** \_\_\_\_\_ years.
- (c) **[X] Leaves of absence (military).** For a period of a military leave of absence, the Plan Administrator *(Choose (1) or (2))*:
- (1) **[X]** Will suspend loan payments.
- (2) **[ ]** Will not suspend loan payments.
- (d) **[X] Purpose** *(Choose (1) or (2))*:
- (1) **[X]** Any reasonable purpose.
- (2) **[ ]** May not borrow except for: \_\_\_\_\_.
- (e) **[X] Terminated employees.** Loans to terminated employees *(Choose (1) or (2))*:
- (1) **[ ]** are allowed
- (2) **[X]** are not allowed
- (f) **[X] Number of Loans.** A Participant may not have more than 2 loans outstanding at any time.
- (g) **[X] Limitation on sources.** A Participant may only take a loan from the accounts attributable to the following accounts subject to limitations of the Investment Arrangement Documentation: *(Choose one or more of (1) through (8) as applicable.)*
1. **[X] Pre-Tax Elective Deferrals**
    - a. **[X] Matched**
    - b. **[X] Unmatched**
  2. **[ ] Roth Elective Deferrals**
    - a. **[ ] Matched**
    - b. **[ ] Unmatched**
  3. **[ ] Matching Contributions** (including any Safe Harbor Matching Contributions and Additional Matching Contributions)
  4. **[ ] Nonelective Contributions** (including any Safe Harbor Nonelective Contributions)
  5. **[ ] Rollovers**
  6. **[ ] Mandatory Employee Contributions**
    - a. **[ ] Matched**
    - b. **[ ] Unmatched**
  7. **[ ] Employee (after-tax) Contributions**
    - a. **[ ] Matched**
    - b. **[ ] Unmatched**
  8. **[ ] Describe:** \_\_\_\_\_ *(specify account(s) and conditions in a manner that is definitely determinable and not subject to Employer discretion; i.e., Unmatched Elective Deferrals)*
- (i) **[X] Loan Interest Rate.** The interest rate on a Plan loan will be: *(Choose 1. or 2.)*:
1. **[X]** Fixed. Fixed at Federal Reserve Board Bank Rate plus 1%.

2. ☐ Specified rate: \_\_\_\_\_.

62. **ROLLOVER CONTRIBUTIONS (3.08, 7.04(A)(1)).** *(Complete this question only if 44(b) has been selected)*

**Eligibility.** *(Choose (a), (b) or (c))*

- (a) ☐ By pre-participation Eligible Employees and Participants.
- (b) ☒ By Participants only.
- (c) ☐ By Participants who are also Employees.

**Source.** Rollovers will be accepted from the following *(Choose all that apply)*:

- (d) ☒ Eligible 403(b), 401(a)/(k) and 457(b) plans of governmental employers.
- (e) ☒ IRAs.

**Distributions of Rollovers.** Distributions are allowed at any time unless otherwise elected below. *(Choose if applicable)*

- (f) ☐ Participants may request distribution of rollover contributions only at the earliest time they are otherwise entitled to a distribution from the Plan.