{CurrentDate}

**{stdMbrFullName}**

{X stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{x if stdIsUSA = 1}

{x stdDomesticStateInternationalCountry}

{x else}

{x stdDomesticStateInternationalCountry}

{x stdMbrAdrCountryDesc}

{endif}

**Re: Motion Picture Industry Individual Account Plan Disability Benefit**

Dear {stdTitle} {stdMbrLastName}:

Enclosed is the **IAP Disability Benefit Application** to receive your retirement benefit under the Motion Picture Industry Individual Account Plan (“IAP”).

In order to qualify for an IAP Disability benefit, you must meet all of these requirements:

• You have a Social Security Disability Award issued on or after June 26, 2002, and

• Your disability prevents you from engaging in any gainful employment, and

• Total and permanent disability has been at least six months in duration.

If you are terminally ill, a physician’s certification of your condition may waive the 6-month period of disability requirement. The certification must state that you are:

• Terminally ill with a life expectancy of less than two years, and

• Because of this illness, you cannot engage in any gainful employment.

You must complete and return the enclosed **IAP Benefit Election Form** and Lump Sum Distribution Election form to receive your IAP balance.

**Please Note: You may not change your benefit election and/or tax options once your payment is processed, so we ask that you consider your options very carefully before making your election. If the Plans do not receive your completed application before your Retirement Date, it will become invalid and moved to the 1st of the month following the date your application is received.**

**Documents Required**

* Proof of age: You must submit legal evidence of your date of birth prior to the receipt of any benefit payments. You may provide a clear photocopy of your birth certificate, passport, military discharge papers, residency card or naturalization certificate. If you elect the 50%, 75% or 100% Joint and Survivor benefit, you must also provide evidence of your spouse’s birth date.
* Proof of Marriage: You must submit legal evidence of your current marriage, if applicable. You may provide a clear photocopy of your marriage certificate.
* Verification of your spouse’s or beneficiary’s Tax ID: You must submit proof of each beneficiary’s Social Security Number (SSN) or Tax ID Number (TIN). You may provide a clear photocopy of their Social Security card or Medicare card.
* Benefits from the Plans are considered marital property. If you were divorced while you were participating in the Pension Plan and/or the IAP, you must submit to the Plans a complete conformed copy of each final judgment with the property settlement(s) and agreement(s) to verify that no prior spouse has any claim to your benefit. If a former spouse is deceased, you must submit a copy of the death certificate.

Once the Plans receive the required documents, the payment of your IAP balance will generally be processed in two to three weeks.

**Your Account Balance from the IAP**

Under the IAP, the amount of your retirement benefit will be based on your IAP account balance as of the beginning of the quarter in which your Retirement Date occurs. In addition, if you worked at least 400 Credited Hours prior to retirement in the Computation Year in which you are retired, employer compensation-related contributions will be made, if applicable.

**The estimated IAP balance reflects the balance as of the valuation year-end, as indicated. In addition, the investment income or loss as of the beginning of the quarter in which you retire will be applied to this balance. If the IAP experienced a loss since the last valuation was completed, to avoid an overpayment the Plans will withhold a certain percentage from your balance.**

**IAP Benefits Payout Process**

The IAP provides an annuity benefit or a lump sum payable two months after your Retirement Date.

In general, unless a lump sum benefit is selected, the type of benefit payment under the IAP will be defaulted to a monthly annuity benefit. Under these options, the annuity benefit option type will be the same as the option elected under the Pension Plan. However, if you elected a pop-up option under the Pension Plan, the corresponding non-pop-up benefit will be paid under the IAP.

If your IAP balance is over $5,000, you may elect to receive the balance either in a lump sum (with spousal consent, if applicable) or by purchase of an annuity contract issued by an insurance company. If it is $5,000 or less, it will be paid as a lump sum.

If your Retirement Date is after the allocations for the previous year (or quarter) are completed, the entire balance will be available to process immediately. If the allocations for the previous year (or quarter) are pending, you may receive your IAP balance in a two-step process or a one-time payment.

Two-Step Payment Process

You may receive the current IAP balance as of the last allocation made under the IAP. However, a certain percentage may be withheld if the IAP experienced a negative allocation in the prior quarter and/or year. The percentage will be determined by the Plans, based on the expected investment return for the prior quarter and/or year, and will be uniform for every Participant for that Plan Year. After allocations for the prior quarter and/or year are completed, you will receive the remainder of the balance, if any.

One-time Payment

You may receive your payment or annuity purchase as soon as practicable following completion of the allocations for the prior quarter and/or year. There is no additional interest earned on your balance if it is left in the IAP after your Retirement Date.

**NOTE: If you elected or defaulted to the monthly annuity benefit, the annuity will not be purchased until your final account balance is determined (*i.e.*, after all applicable quarterly and annual allocations have been completed).**

**Rollover and Taxes**

If you elect a lump sum and your IAP balance is equal to or greater than $200, it is subject to a mandatory 20% Federal tax withholding, unless you roll it over into a qualified IRA. You must complete the enclosed Lump Sum Distribution Election form to process the lump sum benefit. If you choose or are defaulted to an annuity, the Plans will purchase the elected annuity based on your balance.

**NOTE: If you choose a direct rollover for your IAP balance, please let your IRA custodian know the IAP payment will not be processed until two months after your Retirement Date.**

***Please refer to the enclosed IRS Notice - Special Tax Notice Regarding Plan Payments (Pink) - for more detailed rules regarding your distribution.***

Your IAP check will be mailed to your IRA institution via first-class mail.

**If You Are Rehired:**

If you are retired and subsequently accept re-employment in the Industry, you may be eligible to receive additional benefits under the Plans only upon completion of 870 or more Credited Hours in a Computation Year, excluding Credited Hours before the Retirement Date. Any Credited Hours earned before retirement in the Computation Year in which you retired will not be counted towards the 870 Credited Hours requirement. These additional amounts will not be paid until after you reach age 65.

**General Information**

**Importance of Beneficiary Designation**

It is critical that you provide the Plans with the name, SSN (or TIN) and relationship of each of your beneficiaries. If you fail to do so, any unpaid or remaining guaranteed benefits will be paid to your estate.

You may also name a contingent beneficiary to receive any death benefits in the event your primary beneficiary predeceases you. Your beneficiary designation will be applied to both the Pension Plan and, if applicable, the IAP.

**Authorized Signatures**

As with any legal documents, it is very important that you read and understand your benefit options before signing any retirement documents. If you are legally married, both you and your spouse must sign the election form. Your spouse’s identity and signature must be witnessed by a Notary Public or an authorized MPI Benefits Representative.

**Incapacity of Retired Participant**

If you become incapacitated and need someone else to handle your retirement transactions, including a change of address, you must submit to the Plans a Durable Power of Attorney, Guardianship or Conservatorship order. Benefits are payable to the Participant only and cannot be paid to any other party, including a spouse or attorney-in-fact.

If a Durable Power of Attorney is used, the Plans will require a doctor’s certification of incapacitation. These documents must be either originals or certified copies, and will be returned to you after review.

**If You Move After Your Retirement**

**Each January, the Plans send tax Forms 1099R to Participants/Retirees who received taxable and non-taxable income during the prior Plan Year. It is imperative that you inform the Plans of your new mailing address if it changes after your benefit start date, even if you are receiving your payments via direct deposit. If you do not keep your address current, you may not receive the Plans’ communications which may be critical and time-sensitive.**

**Summary of Required Documents**

* *Completed IAP Benefit Election Form*
* *Copies of your birth certificate and spouse’s, if applicable*
* *Copy of Marriage Certificate, if applicable*
* *Copy(ies) of Tax ID or Social Security card(s) of your spouse and/or other beneficiaries*
* *A completed Direct Deposit Authorization Form, if you elect direct deposit*
* *Final Judgment and Property Settlement Agreement for all former spouses, if applicable*
* *Completed Lump Sum Distribution Election form*

If you have any questions, please contact MPI’s Participant Services Center by email at service@mpiphp.org or by telephone at (855) ASK-4MPI between 8 a.m. and 5 p.m. Pacific Time, Monday through Friday.

Sincerely,

stdLoggedInUserFullName

Retirement Benefits

See your Summary Plan Description for additional information about the Plans. Benefits are subject to final verification, review and adjustment. If applicable, these amounts may be subject to change in accordance with any divorce or Qualified Domestic Relations Order (QDRO), which may or may not be on file. In the event of any inconsistency between any communications and the provisions of the Plans, the provisions of the Plans shall govern.