{stdlongdate} Member ID: {AlternatePayeePERSLinkID}

{qu AlternatePayeeName}

{qu AlternatePayeeAddress1}

{x qu AlternatePayeeAddress2}

{qu AlternatePayeeCity} {qu AlternatePayeeState} {qu AlternatePayeeZip}

**RE: QUALIFIED DOMESTIC RELATIONS ORDER** **{DROCaseNumber}**

**{stdMbrFullName} MEMBER ID:** **{stdMbrPERSLinkID}**

Dear {qu AlternatePayeeName}:

This is to advise you that based upon the Qualified Domestic Relations Order (QDRO) approved by this office {QualifiedDate}, you are eligible for a lump sum distribution. The **estimated** gross amount of your payment is {EstimatedGrossLumpSumQDROPayment}. Of this amount, {TaxableAmountOfGrossLumpSumQDROPayment} is taxable income and {NonTaxableAmtOfGrossLumpSumQDROPayment} is non-taxable income. The actual gross amount will be calculated shortly before disbursement.

As alternate payee, you have two distribution options: 1) have your payment paid in a “Direct Rollover” to an eligible IRA or another employer plan, or 2) have your payment paid directly to you.

If you choose a DIRECT ROLLOVER:

* Your payment will not be taxed in the current year and no income tax will be withheld.
* Your payment will be made directly to your IRA or employer plan that accepts your rollover.

If you choose to have the payment PAID TO YOU:

* You will receive 80% of the taxable portion of your payment.
* We are required to withhold 20% and send it to the IRS as income tax withholding to be credited against your taxes.
* Your payment will be taxed in the current tax year, unless you roll it over.

Enclosed is a copy of the “Special Tax Notice Regarding Plan Payments” which explains the above options in detail.

Please complete and return the enclosed application by {qu DateApplicationDueToNDPERS}; this application will direct NDPERS regarding if you wish a direct rollover or a payment made directly to you.

If you have any questions, please call NDPERS at {stdNDPERSPhoneNumber} or {stdNDPERSTollFreePhoneNumber}.

Sincerely,

NDPERS Benefits Division

{tmp PER-0106}