{stdlongdate} Member ID: {stdMbrPERSLinkID}

{ProviderCompanyContactName}

{ProviderCompanyName}

{ProviderCompanyStreet1}

{x ProviderCompanyStreet2}

{ProviderCompanyCity} {ProviderCompanyState} {ProviderCompanyZip}

**RE: DE MINIMUS DISTRIBUTIONS FOR** **{stdMbrFullName}**

Dear {ProviderCompanyContactSalutation}:

Pursuant to the Small Business Jobs Protection Act passed in August of 1996, deferred compensation plans were given the authority to make distributions to individuals prior to termination of employment, provided the following requirements were met.

1. The participant has not contributed to the deferred comp program during the last 24 calendar months.

2. The participant's total deferred compensation program assets are less than $5,000.

3. The participant has not received a previous distribution from the plan.

Enclosed is a signed statement from the participant listed above certifying that the above requirements have been satisfied. Please close the participant's account and issue a lump sum payment directly to the participant at the address indicated on the attached request form. Pursuant to your company's administrative agreement with NDPERS, the necessary tax withholding and reporting should be addressed also.

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

Sincerely,

NDPERS Benefits Division

Enclosure - Signed statement from participant