{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

**RE: FINANCIAL HARDSHIP APPLICATION – CASE #** **{ CaseID }**

Dear {stdMbrSalutation}:

You have requested a withdrawal from your deferred compensation account as a result of financial hardship. According to IRC 457, a financial hardship is defined as an unforeseeable emergency resulting from a sudden and unexpected illness or accident occurring to you or one of your dependents, loss of your property due to casualty, or other similar extraordinary and unforeseeable circumstances arising as a result of events beyond your control. Sending a child to college or purchasing a home is not considered unforeseeable emergencies.

A financial hardship application for the Deferred Compensation Plan is enclosed. Please complete the application and return it to our office as soon as possible. Also, please include any other information you feel will support your case.

Subject to your application being approved, you must discontinue your deferrals into the deferred compensation plan using the Deferred Compensation Plan Enrollment/Change SFN 3803. You can not resume participation in the deferred compensation program for at least six (6) months from the date your hardship application is approved and in effect. A form is included for your convenience.

Upon receipt of your application, it will be reviewed by the NDPERS’ Board. The Board will make a recommendation to either approve or deny your request for withdrawal. The NDPERS’ Board's next regularly scheduled monthly meeting is on {qu NextBoardMeetingDate}. Please have the hardship application returned to this office no later than {qu ApplicationReturnDate}, to ensure that we can include this item on the agenda for the {qu NextBoardMeetingDate } meeting. If you can not meet this deadline, the Board meets monthly and it may be included on the agenda of any future meeting. For the Board’s review, all personal information on the application is removed. You have the right to be present at the meeting. If you would like to exercise this option, please contact me.

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

Sincerely,

NDPERS Benefits Division

Enclosure – Financial Hardship Application

Deferred Compensation Plan Enrollment/Change SFN 3803

{tmp SFN-16662}

{tmp SFN-03803}