{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

**RE: PORTABILITY ENHANCEMENT PROVISION (PEP)**

Dear {stdMbrSalutation}:

PEP allows you the option to vest in up to 4.00% of the employer contribution paid into the retirement pool of funds and have this vesting percentage credited to your member account. For every dollar you put in a Deferred Compensation plan, **with a minimum monthly contribution of $25.00**, NDPERS will add one dollar to your member account balance, subject to a vesting schedule.

In order for the PEP provision to automatically credit your member account balance, you need to contribute at least $25.00 a month. NDPERS records indicate that you are contributing **less than the $25.00 threshold**. If you do not wish to increase your monthly Deferred Compensation contribution, please disregard this letter.

For more information on the PEP program, please go to the NDPERS website at www.nd.gov/ndpers.

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

Sincerely,

NDPERS Accounting Division