



This form is to be used for a one-time deduction due to annual June vacation buyout eligibility.

- This deduction **cannot** be made in Workday.
- Use "[Model My Pay](#)" in Workday or contact your [Human Resources Associate](#) (HRA) to determine available amount.
- Completed request must be returned to the RIC Team by end of day 6/20/2024.

Personal Information	Last name _____				First name _____				M.I. _____		Social Security # _____	
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State below the **dollar amount** you want deducted from the vacation buyout portion of your 6/28/2024 pay slip. This is **in addition to** your regular deduction. Do not add both figures together.

The combined amount of all 457 pretax and Roth contributions in a tax year is limited to the IRS annually declared maximum contribution limits (see <https://das.iowa.gov/RIC/SOI/contributions>).

457 Payroll Deduction Election	AMT	Corebridge Financial (formerly AIG)		Empower		Horace Mann		Voya	
		\$	Pretax	\$ _____	Pretax	\$ _____	Pretax	\$ _____	Pretax
		Roth	\$ _____	Roth	\$ _____	Roth	\$ _____	Roth	\$ _____

Authorization

I authorize my employer to process this request. I have access and agree to the terms and conditions of RIC as disclosed in the [Plan Document](#). I have established 457 and 401a accounts with a RIC provider. I understand that the total of all 457 contributions made in the calendar year must not exceed the federal limits as required by the Internal Revenue Code section 457. I understand that withdrawals may only be made upon termination of employment or qualification for an in-service distribution.

_____ OR _____
 Employee ID# (acts as signature) Participant Signature Date

Submit Form	Email: ric@iowa.gov Fax: 515-281-5102 Mail: DAS-HRE ▪ Attn: RIC ▪ 1305 E Walnut ▪ Des Moines, IA 50319
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RIC Use Only	HRA: _____	Date Processed: _____	Processed By: _____
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