



## **401(a) Loan Authorization Form**

### **Participant Instructions**

The 401(a) Loan Authorization Form must be submitted to National Benefits Services, LLC (NBS), the third party administrator, to authorize any loan of 401(a) amounts from investment providers of your employer or former employer's 401(a) plan. **The investment provider may require its own paperwork in addition to this form. You may wish to attach your investment provider's paperwork to this form.** You must attach account statements from your investment provider documenting the account and loan balances you indicate. All attached forms or paperwork will be forwarded to the investment provider indicated on page 2 unless you clearly indicate otherwise.

**Completed forms should be faxed to National Benefit Services at 1-800-597-8206 or emailed to [FBCsupport@nbsbenefits.com](mailto:FBCsupport@nbsbenefits.com)**

**If you have questions or want to check the status of the form, please contact National Benefit Services at 1-800-274-0503 ext. 5.**

After this form has been received by NBS in good order, it will be forwarded to your provider within 5 business days. After paperwork has been forwarded to your investment provider, inquiries should be directed to your provider.

Please note: If you have previously defaulted on a 403(b), 457(b), or 401(a) loan, you are not eligible for another loan unless you submit proof that the defaulted loan is paid off and/or your employer allows for payroll deferrals.

# 401(a) Loan Authorization Form



Fringe Benefits Consortium

## 1 Participant Information

Participant Name	Social Security Number
Participant Mailing Address City, State, Zip Code	Phone Number
Participant Email Address	Date of Birth
School District or Former School District	Broker/Financial Advisor Name
	Broker/Financial Advisor Phone Number

## 2 Investment Provider Information

Investment provider from which 401(a) amounts will be loaned to you. This form will be sent to the investment provider below unless instructed otherwise.

Investment Provider	Account Number	Phone Number	Fax Number
Mailing Address City, State, Zip Code			

## 3 Current and Previous Loans

Answer the following questions concerning current and previous loans

- Have you ever defaulted on a previous 403(b), 401(a), or 457(b) plan loan? If YES, then you must provide documentation that the previously defaulted loan has been repaid, offset, or otherwise returned to good standing.  Yes  No
- Do you currently have or have you had in the past 12 months a 403(b), 401(a), or 457(b) loan(s)?  Yes  No
- If you have or have had an outstanding loan(s) in the past 12 months, what is your highest outstanding loan balance(s) in the last 12 months? You must attach an account statement reflecting your highest loan balance(s) in the past 12 months. \$ \_\_\_\_\_

## 4 Current Loan and Account Balances

Identify all your current 403(b), 401(a), or 457(b) accounts, account balances, and loan balance and attach a copy of your most recent account statement(s). Attach an account statement for each account. If you have more than three accounts, please attach a separate page with that account information.

	Investment Provider Name	Current account value (excluding outstanding loans)		Current outstanding loan amount (if any)		Total account value
Account 1	_____	\$ _____	+	\$ _____	=	\$ _____
Account 2	_____	\$ _____	+	\$ _____	=	\$ _____
Account 3	_____	\$ _____	+	\$ _____	=	\$ _____
Example	XYZ Annuity Company	\$ 30,000.00	+	\$ 6,000.00	=	\$ 36,000.00

## 5 Participant Approval

I recognize that the information contained on and attached to this form may be shared with a third party (including National Benefit Services, LLC (NBS)) as necessary to administer the Plan in accordance with the Internal Revenue Code. I authorize the investment providers indicated on this form to release non-public information pertaining to my accounts as necessary to administer the plan including account balance, loan balance, loan status, and loan history. I certify that the information I have provided is accurate. I understand that IRS taxes and penalties may apply if I default on a plan loan. (Consult with a tax advisor for tax-related questions.)

Employee Signature (Required)	Date	\$ _____ <b>Requested Loan Amount</b>
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## 6 For NBS Use Only

NBS Signature (Required)	Date	\$ _____ <b>Max. Eligible Loan Amount</b>
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Form - 401-203FBC (10/2016)