



## 4 Allocation Instructions *(You must complete all applicable parts of this section.)*

✓ **Tell the Plan where to deposit your contributions.**

*Use only one form to contribute to all Account(s) for all Beneficiaries. Attach an additional sheet of paper, if needed.*

Beneficiary Name (Provide first and last name.)	Investment Options (Fund codes and names appear on the next page.)	Is this a new Option?	Percentage of each contribution		
1.		<input type="checkbox"/> Yes or <input type="checkbox"/> No			. 0 0 %
2.		<input type="checkbox"/> Yes or <input type="checkbox"/> No			. 0 0 %
3.		<input type="checkbox"/> Yes or <input type="checkbox"/> No			. 0 0 %
4.		<input type="checkbox"/> Yes or <input type="checkbox"/> No			. 0 0 %
5.		<input type="checkbox"/> Yes or <input type="checkbox"/> No			. 0 0 %
<b>Total Allocation Per Pay Period</b>			<b>1</b>	<b>0</b>	<b>0 . 0 0 %</b>

## 5 Employee Authorization and Signature *(You must sign exactly as your Account is registered.)*

By signing below, I authorize my employer to process periodic deductions from my paycheck for contribution into my *Path2College 529 Plan* Account(s). I acknowledge and agree that my remedy for any errors made in connection with these transactions is limited to simple reimbursement of the amount of the error. I authorize the *Path2College 529 Plan* and its agents to make adjustments to my Account(s) to correct such error.

I understand that my *Path2College 529 Plan* Account(s) may not be credited with my payroll deduction until the funds are received from my employer and that the date on my payroll stub may not be the same date the deposit is credited to my Account(s). This authorization will remain in effect until cancelled by me or by the *Path2College 529 Plan*, or upon termination of my employment with my employer.

*Employee Signature (The employee must be the Account Owner or the Custodian for a Minor.)*

*Date*

### Employee Checklist

This checklist has been developed to help employees establish payroll deduction for their Plan Account(s). Please read it carefully.

- ✓ Be sure to include your Social Security Number or Taxpayer Identification Number on this form.
- ✓ Use one form to allocate your payroll deduction into your Plan Account(s) for one or more Beneficiaries. Use an additional sheet of paper, if needed, as long as the total allocation for all accounts equals 100%. Your payroll deduction form will be rejected in its entirety if an allocation is not a whole percentage or if it results in a contribution amount of less than \$15 for any Investment Option (for any Beneficiary).
- ✓ Refer to the *Disclosure Booklet*, then select from one or more of the following Investment Options for each Account you own:

Investment Option Name <i>(Fund Type)</i>	Fund Code
Managed Allocation Option <i>(Age based)</i>	--
Aggressive Managed Allocation Option <i>(Age based)</i>	--
100% Equity Option <i>(Equity)</i>	1213
Balanced Fund Option <i>(Blended)</i>	1214
Fixed Income Option <i>(Fixed Income)</i>	1389
Guaranteed Option <i>(Guaranteed)</i>	1215
Money Market Option <i>(Capital Preservation)</i>	1390

- ✓ The employee must be the Account Owner on all Plan Account(s). You cannot contribute into an Account owned by anyone else.
- ✓ It may take up to 10 days from the receipt of this form before a payroll deduction can be accepted.
- ✓ You must contact your employer to change the amount or to stop payroll deduction. Contact the Plan to change the allocation only.
- ✓ **Questions?** Visit [www.path2college529.com](http://www.path2college529.com) or call toll-free 1-877-424-4377.

### Employer Checklist

The following information has been developed to help an employer establish automatic payroll deduction for any employee. Please read it carefully **before** sending funds to the Plan on behalf of any employee via ACH (Automated Clearing House) funds.

- ✓ Code the account type (i.e., deposit) as "Checking" and transmit the funds to State Street Bank & Trust Company (ABA Number 011000028).
- ✓ Enter the employee's account number as a 17-digit field. The first 8 digits identify the *Path2College 529 Plan*, i.e., DDA account number 99055634, and the next 9 digits identify the employee, i.e., the employee's Social Security Number or Taxpayer Identification Number. Do not use any dashes or spaces. It may take up to 10 days from the receipt of this form before a payroll deduction can be accepted.
- ✓ **Questions?** Visit [www.path2college529.com](http://www.path2college529.com) or call toll-free 1-877-424-4377.

#### Mail this form to:

Path2College 529 Plan  
PO Box 55924  
Boston, MA 02205-5924

