

SERVANT SOLUTIONS RETIREMENT PLAN

Contribution Types

Church/Employer Contribution

- Tax-deferred
- Paid and remitted by the church/employer as a fringe benefit (i.e. above and beyond the employee's salary or regular wages).
- Not reported to the employee as income on the annual Form W-2.

Participant Before-Tax Contribution

(Requires a signed salary reduction agreement on file with the church/employer)

- Tax-deferred
- Paid (via salary reduction) by the participant and remitted by the church/employer based on a salary reduction agreement between the employer and employee.
- The salary reduction agreement, which must be kept on file by the employer, allows the participant to reduce currently taxable income and, therefore, current tax liability.
- Reported on the W-2 Form in Box 12 (Code E), but **NOT** included in Box 1 as a part of wages. For non-ordained (lay) employees, this amount would, however, be reported and taxed as a part of Social Security Wages and Medicare Wages in Boxes 3 and 5.

Participant Roth 403(b) Contribution

(Requires a signed salary reduction agreement on file with the church/employer)

- After Tax
- Paid (via salary reduction) by the participant and remitted by the church/employer based on a salary reduction agreement between the employer and employee.
- The salary reduction agreement, which must be kept on file by the employer, reduces the participant's net paycheck, but the participant's entire salary is still fully subject to all applicable tax withholding requirements.
- Reported on the W-2 Form in Box 12 (Code BB), and **included in Box 1** as a part of wages. For non-ordained (lay) employees, this amount would still be reported and taxed as a part of Social Security Wages and Medicare Wages in Boxes 3 and 5.

Participant After-Tax Contribution

- Paid by participant on a personal check, typically. Could also be remitted on a church/employer check if withheld from **net pay** (after taxes) rather than from gross pay.



Servant Solutions Retirement Plan - Contribution Remittance Form

Make check payable to "Servant Solutions" ... or remit online at www.ServantSolutions.org
Note: Plan contributions (includes participant before-tax and after-tax contributions) must be remitted to the Plan within an administratively reasonable period. Remitting within 15 business days after the month of deferral is considered reasonable.

Indicate Contribution Type Being Remitted
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Church/Employer Contribution
\$ _____
D

Participant Before-Tax Contribution
\$ _____
A

Participant After-Tax Contribution
\$ _____
G

Participant ROTH Contribution
\$ _____
H

Remitter Address

Participant:

Church/Employer:

(Cut here)

Complete form and make check payable to: Servant Solutions

Mail to:

**Servant Solutions
P.O. Box 2559
Anderson, IN 46018**