



THE ANGLICAN CHURCH IN NORTH AMERICA

PARTICIPATION AGREEMENT FOR ACNA RETIREMENT PLAN

The undersigned Related Church, by executing this Participation Agreement, elects to become a Participating Church in the ACNA RETIREMENT PLAN AND TRUST. The Participating Employer accepts, and agrees to be bound by, all of the elections made by the signatory Employer to the Adoption Agreement, except as otherwise provided in this Participation Agreement. *The Participating Church also accepts and agrees to adhere to all the provisions in Addendum A, as listed below, and also hereby consents to the ACNA's sole authority to amend, to restate or to terminate the Plan or to terminate the Participating Church's participation in the Plan, in accordance with Section 1.27.*

PARTICIPATION EFFECTIVE DATE. The Participating Church's adoption of this Plan is effective as of: July 1, 2009

ADDENDUM A: This addendum (on page two) identifies the supplemental provisions applicable to the Participating Church's adoption of this Plan.

Name of Participating Church: _____

Date: _____

Signed: _____

[print representative name/title]

Name of Person to Contact

E-mail of person to contact

Phone number of person to contact

CENSUS OF PARTICIPATING CHURCH

Please complete this data for the clergy and the lay persons that will be participants in the Plan. If you have more than four people joining the plan, please include them on a separate page.

Name	Check Box if Clergy	SS	Date of Birth	Current Home Address
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____

Acceptance by ACNA.

Sponsor: ANGLICAN CHURCH IN NORTH AMERICA

Signed: _____

[print representative name/title]

Date: _____

ADDENDUM A

1. The Participating Church agrees to send any contributions acquired by payroll deduction to the ACNA Retirement Plan Payroll Trust **within 3 days of actually deducting those amounts from pay. THIS IS CRITICAL**

ANY DELAY COULD JEOPARDIZE THE DEDUCTIBILITY OF YOUR CONTRIBUTIONS.

THIS IS AS IMPORTANT AND HAS SIMILAR CONSEQUENCES TO NOT REMITTING WITHHOLDING TAXES ON TIME.

2. The Participating Church agrees to actively verify and approve in writing and submit to the Bishop each and every hardship withdrawal request made by one of their employees, clergy or lay, to ensure that all IRS guidelines of what constitutes a hardship are followed. A Hardship Withdrawal Authorization Form will be on the website.
3. The Participating Church decides the percent of compensation they are going to contribute to the clergy's retirement fund. We recommend a percentage of 15% which should provide an adequate fund at retirement; however, each participating church makes their own decision between 1% and 20% and that percentage can be changed at the December vestry meeting or the equivalent thereof.

As the Special Contribution for the clergy by the Church is mandatory, the Participating Church agrees that the percentage for the special contribution made for their clergy (between 1% & 20%) will be _____%.

4. Deferrals will be matched \$1.00 for \$1.00 up to a discretionary salary percentage between 0% and 10%. Each Participating Church makes their own decision as to the percent of salary they will match. This can be changed from time to time.

The Participating Church agrees that the maximum salary percentage for the Match (between 0% & 10%) will be _____%.

Any church not wishing to Match employee contribution funds should enter 0%.

5. The Participating Church agrees to the critical nature of the integrity of all contributions sent to the Named Fiduciary and hereby authorizes an additional fee for material errors in contributions made. This additional fee will be \$20.00 for the second transmittal not in balance and \$30.00 for the third.
6. The Participating Church acknowledges the \$250.00 one time fee relating to the adoption of the ACNA Retirement Plan and attaches a church check payable to Brooks Hamilton & Partners (the Named Fiduciary of the Plan) and mailed, with this signed Participation Agreement, to:

Brooks Hamilton & Partners
P. O. Box 180418
Dallas, TX 75218