

**UTAH STATE UNIVERSITY  
RETIREMENT HEALTHCARE SAVINGS PLAN  
Election Form**

Use this form to establish an account, change or stop the amount of your contributions to the Utah State University Retirement Healthcare Savings Plan. Before completing this form, please read the Summary Plan Description for information on the Retirement Healthcare Account.

Complete and return this form to USU Benefits Department.

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**I. EMPLOYEE INFORMATION**

\_\_\_\_\_  
Name (Last) (First) (Middle)

\_\_\_\_\_  
Mailing Address City State Zip Code

\_\_\_\_\_  
A - Number Date of Birth Daytime Phone Number

Gender:  Male  Female

**II. START OR CHANGE CONTRIBUTIONS**

To start or change the amount of your contributions to the Utah State University Retirement Healthcare Savings Plan, enter the percentage of your salary per pay period or dollar amount per pay period that you want to contribute. You may start or change your contributions at any time. Employee contributions are made on an after-tax basis.

\_\_\_\_\_ %age of salary per pay period to be deducted per period to be contributed to the Retirement Healthcare Account

\_\_\_\_\_ Dollar amount to be deducted per pay period to be contributed to the Retirement Healthcare Account

\_\_\_\_\_ Specific Dollar amount to be contributed to the Retirement Healthcare Account

Effective date \_\_\_\_\_

**III. STOP CONTRIBUTIONS**

To stop contributions to the Utah State University Retirement Healthcare Savings Plan, check the box below. Your contributions will stop no later than the second pay cycle after the USU Benefits Department receives this form.

Discontinue my contributions to the Retirement Healthcare Account, effective

\_\_\_\_\_  
Date

**IV. SIGNATURE**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date Signed