

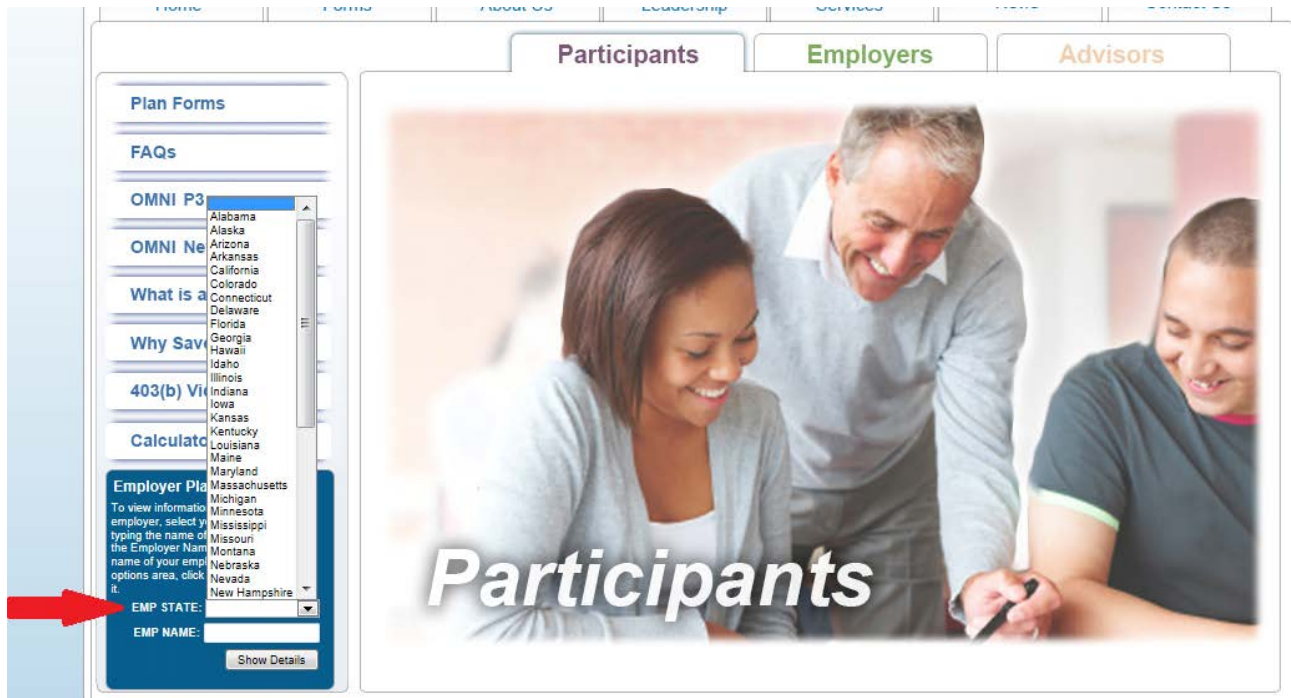
# Organization Page

Organization specific plan information is available on OMNI's website at [www.omni403b.com](http://www.omni403b.com). This information can be viewed by following the steps below:

Go to OMNI's website at [www.omni403b.com](http://www.omni403b.com) and select the purple button labeled "Participants":



Next, in the lower left-hand corner in the blue box select the Employer's State:



On the same page, in the lower left-hand corner begin entering the Employer Name. Note that when you begin typing the name, a dropdown box will appear where you can select the correct name.

The screenshot shows a website interface with three tabs: "Participants" (selected), "Employers", and "Advisors". On the left, there is a sidebar with links for "Plan Forms", "FAQs", "OMNI P3", "OMNI Newsletter", "What is a 403(b) Plan?", "Why Save with 403(b)", "403(b) Videos", and "Calculators". Below these is a section titled "Employer Plan Info." with instructions: "To view information specific to your employer, select your state then begin typing the name of your employer into the Employer Name field. When the name of your employer appears in the options area, click on its name to select it." Below the instructions are two input fields: "EMP STATE:" with a dropdown menu set to "New York", and "EMP NAME:" with the text "al" entered. A dropdown menu is open below the "EMP NAME" field, listing the following options: "Albany City SD", "Albion CSD", "Alden CSD", "Alexander CSD", and "Alexandria CSD". A red arrow points to the dropdown menu. The main content area features a large image of three people (two women and one man) looking at a document together, with the word "Participants" overlaid in large white text. At the bottom, there is a footer with the text "A Member of U.S. Employers' Group" and "Altmar-Parish-Williamstown CSD" followed by "Service marks of Omni Financial Group, Inc. DBA The Omni Group | ©2014 THE OMNI® GROUP INC. ALL RIGHTS RESERVED" and social media icons for Facebook, Twitter, and LinkedIn.

You have now reached the Organization Page where you will find the following information:

1. Plan Features – This section outlines what is or is not permitted within the plan based on the organization’s current plan document.
2. Participating Service Providers – This section identifies those service providers that employees are allowed to make contributions to.
3. Salary Reduction Agreement (SRA) – This section is where employees can submit or print an SRA form to start, stop or make a change to their contribution.
4. Service Provider Transactions – This section is where you will find the forms needed to initiate a transaction such as a distribution or loan.

## Plan Details Organization Name

**403(b) Plan Details:**

**Current Plan Status:** Active

**Plan Features** 1

**Eligible Employees**  
All employees, but employees who normally work fewer than 20 hours per week or student-teachers or teacher's aides (i.e., persons providing service on a temporary basis while attending a school, college or university) described in Code section 3121(b)(10) are not be eligible to participate. Please note: An employee normally works fewer than 20 hours per week if, for the 12-month period beginning on the date the employee's employment commenced, the employer reasonably expects the employee to work fewer than 1,000 hours of service (as defined under Section 410(a) (3) (C) of the Code) and, for each plan year ending after the close of that 12-month period, the employee has worked fewer than 1,000 hours of service.

**Employer Non-Elective Contributions**  
Available

**Loans**  
Available for qualified applicants

**Financial Hardship Distribution**  
Available for qualified applicants

**Transfers Into Plan** (A transfer of assets from one employer's 403(b) plan to another)  
Available

**Transfers Out of Plan** (A transfer of assets from one employer's 403(b) plan to another)  
Available

**Rollover Contributions** (A contribution of a distribution from another plan (i.e. 401(k), 457, IRA))  
Please call OMNI to inquire.

**ROTH 403(b)**  
Not Available

**Contract Exchanges** (a change of investment within a 403(b) plan)  
Available. Please note that a new investment provider must be participating in your Employer's 403(b) plan. A list of your Employer's participating providers can be found under the *Participating Service Providers* section.

**Distributions** (i.e. Separation from Service, Attainment of 59 ½ years of age, Permanent Disability, or Death)  
Available

**Participating Service Providers** 2

**403(b) Providers**

This Employer has enrolled in OMNI's Limited Preferred Provider Program (P3). Employees may select among the following P3 Service Providers to make 403(b) contributions or open new 403(b) accounts.

AXA Equitable Life Insurance Company

First Investors Corporation

ING National Trust-NY

Lincoln Investment Planning

Mass Mutual VA

MetLife

Oppenheimer Shareholder Svcs.

RiverSource Life Insurance Co of NY

The Legend Group/ADSERV

VALIC

Waddell & Reed Inc.

Effective July 1 2012, the following Service Providers are no longer authorized to establish new 403(b) accounts. Please note, Employees contributing to one of these service providers as of July 1, 2012 may continue their contributions without interruption.

Cadaret, Grant & Co.

Capital Bank & Trust

Fidelity Management Trust Co.

First New York FCU

MetLife (FC)

Vanguard Fiduciary Trust Co.

**Forms** 3

**Salary Reduction Agreement (SRA):**

- [Salary Reduction Agreement - Online](#)
- [Salary Reduction Agreement - PDF](#)

**Service Based Catch-Up Request:**

- [Online Request Form](#)
- [Downloadable PDF Version](#)

**Service Provider Transactions:**  
*For assistance determining the proper service provider transaction form to submit for your situation, please review our [Transaction Instructions](#) page for more information*

- [Death Claim](#)
- [Disability](#)
- [Distribution](#)
- [Exchange](#)
- [Hardship](#)
- [Loan](#)
- [QDRO](#)
- [Rollover](#)
- [Service Credit](#)
- [Transfer](#)

4

**NOTIFY PAYROLL OF ALL CHANGES by providing copy of SRA form.**