



University of Hawai'i

457 Early Vacation Payout Deferral Election Form

Name		Social Security Number
Address		Date of Separation
City	State, Zip	Day Time Telephone Number
Department	Payroll No. (See pay statement)	Evening Telephone Number

You have decided to participate in the Early Vacation Payout Deferral Program, you must contact the Prudential Retirement Honolulu Office to set up a deferral of your vacation payout as soon as your retirement date is determined.

Deferral Information

You may contribute a whole dollar amount from your gross compensation for the scheduled pay period, provided the amount does not exceed the yearly maximum set by the IRS. To accurately calculate your eligible deferral amount, a copy of your recent pay statement must be provided to Prudential Retirement Honolulu Office along with the early vacation payout dollar amount. Prudential Retirement Honolulu Office will not be able to assist you without your recent pay statement and vacation payout amount. Please be aware that though your deferral is a pre-tax contribution, your gross vacation payout may be subject to FICA withholdings.

Vacation Payout Date

I confirmed with my human resources representative that my early vacation payout will be on: _____

Vacation Deferral Election

I authorize Prudential to change my deferral election in the Island Savings Plan to the following amount for my early vacation payout deferral:

_____ \$ On the paycheck date provided above (whole dollars only)

Deferral Election

I authorize Prudential to change my deferral election in the Island Savings Plan to the following amount for pay I may receive following my early vacation payout deferral:

_____ \$ On my last paycheck following the paycheck date provided above (whole dollars only)

Authorization (Please check this form carefully before signing. All incomplete forms will be returned.)

By signing this form, I certify that I have read and understand the University of Hawai'i Early Vacation Payout Deferral Program information, instructions and schedule. I understand the timing requirements of processing my early vacation payout deferral and discussed these requirements with the Island Savings Plan representatives of the Prudential Retirement Honolulu Office and have provided Prudential Retirement Honolulu Office with a copy of my Early Payout of Accumulated Vacation Leave Request Form.

_____ Participant Signature

_____ Date

Fax completed form to Prudential Retirement Honolulu Office at (808) 536-0572
For assistance with completing this form, please call the Prudential Retirement Honolulu Office at:
1-888-712-5642 (option 2) when prompted

For Prudential processing use only:

Update pre-tax elective deferral rate to \$ _____ between the dates of _____ and _____.
 (Minimum 3 business days required for processing.)

Update pre-tax elective deferral rate back to \$ _____ on or after date _____.