

Steps To A Hartford Loan.....

1. Hartford participant will download Hartford loan application package from Employee Benefits web site.
2. Participant will call Hartford customer service at (800) 528-9009 and request a loan quote that will be faxed directly to the participant on a loan data sheet.
3. Hartford will verify participant's account balance and loan amount available, interest rate, repayment amount & schedule.
4. Participant completes loan application, attaches the faxed Loan Data/Loan Quote sheet from Hartford and sends both to CEO-Risk Management Division-Employee Benefits or you may fax to us at 525-5779.
5. Employee Benefits will process the loan application and fax to Hartford.
6. Hartford will send the loan check within approximately 5-6 working days to participant's address on Loan Application and notify Employee Benefits.
7. Employee Benefits will setup payroll loan deduction to be deducted bi-weekly from the participant's payroll check.

EARLY PAYOFF OF YOUR LOAN

If you decide to pay off your Hartford Loan early, you must contact Employee Benefits for assistance. Participants are not allowed to send checks directly to Hartford. You will need to coordinate payoff amount and deadlines with the Employee Benefits Unit.

If you have any questions about the above process, please call Employee Benefits at 525-5717.

**THE HARTFORD GROUP RETIREMENT PROGRAMS
LOAN PROGRAM FAST FACTS**

The following information is intended to serve as a quick reference on the features of The Hartford's Government Market loan program available for 457(b) plans.

FEATURES	
Loan Types / Loan Terms	<ul style="list-style-type: none"> • General Purpose Loan: 1 - 5 years • Primary Residence Loan: 1 - 20 years
Loan Minimum	<ul style="list-style-type: none"> • \$1,000
Loan Maximum	<p>The loan may not exceed:</p> <ul style="list-style-type: none"> • 50% when added to the outstanding balance of all other retirement plans sponsored by the employer and the participant's vested account value (excluding Self Directed Brokerage Account "SDBA" balance) or • \$50,000 minus the highest total amount of outstanding loan balance(s) from the plan during the 12-month period to the date the loan is made. • In calculating the maximum loan amount, it is the employee's responsibility to consider any outstanding loans they may have from other retirement plans offered through their employer. The Hartford uses only information available under its group retirement plan contracts and will not be responsible for any adverse tax consequences that may result.
Effect of Borrowing on Account	<ul style="list-style-type: none"> • Proceeds of loan to be taken pro-rata from all available investment options (except SDBA) • SDBA balance, if applicable, <u>not</u> included in calculation of available loan amount • Before any terminations or distributions to participant or beneficiary, the account balance will be reduced by the amount of any outstanding loan balance
Loan Interest Rate / Calculation	<ul style="list-style-type: none"> • Loan rate: "Prime + 1". However, a different rate may be set by the plan sponsor • Rate fixed for term of loan • Daily interest calculation • All interest repaid to the participant account – allocated to account per participant's current investment election
Loan Repayment	<ul style="list-style-type: none"> • Repayment occurs via payroll deduction • Frequency bi-weekly • No partial prepayments allowed • Early repayment (in full) allowed; check remittance generally allowed only for early payoff of loan • Repayments are returned to participant account according to their current investment election
Limit on Number of Outstanding Loans	<ul style="list-style-type: none"> • One active loan at a time AND only one loan in a 12 month period
Loan Fees	<ul style="list-style-type: none"> • One-time set up fee – \$50 <ul style="list-style-type: none"> • Taken from participant account on a pro-rata basis from all investment options with a balance (except SDBA fund) • Setup fee deducted from account in addition to principal amount of loan

**THE HARTFORD GROUP RETIREMENT PROGRAMS
LOAN PROGRAM FAST FACTS**

The following information is intended to serve as a quick reference on the features of The Hartford's Government Market loan program available for 457(b), 403(b) and governmental 401(a) plans ¹.

FEATURES	
Documentation Applicable to Plan Sponsor or Participant	<ul style="list-style-type: none"> • Plan Sponsor's governing plan document must make provision for loans • Plan Sponsor's Administrative Services Agreement with the Hartford (if applicable to plan) must make provision for loans • Participant Loan Application & Agreement detailing terms, conditions and applicable fees • Participant loan guide (included with terms & conditions) • Spousal Consent for Loan Security form (if applicable)
Plan Sponsor Reporting: Plan Summary Statements, Internet	<ul style="list-style-type: none"> • Plan Summary Statements detail net loan activity and outstanding loan balance • Internet details net loan activity and outstanding balance • Sponsor notification of loan defaults
Participant Reporting: Statements, Confirms, Internet and VRU	<ul style="list-style-type: none"> • Loan confirm issued with check to participant • Loan amortization schedule • Outstanding loan(s) and recent payments detailed on statements • Internet detail includes: loan balance(s), date of loan, amount borrowed, interest rate, payoff date, last payment date and loan payment amount • VRU detail includes: loan balance(s), payoff amount and loan modeling
Plan Administrator's Guide	<ul style="list-style-type: none"> • Contains Loan program overview and processing details
Hartford Customer Service	1-800-528-9009

Loan Application- 457

Overnight Mail Address:
Retirement Plan Service Center
Hartford Life Insurance Company
200 Hopmeadow Street, Simsbury, CT 06089

Mail Address:
Retirement Plan Service Center
Hartford Life Insurance Company
PO Box 1583, Hartford, CT 06144-1583



Group Contract Number: 150163 | Plan Name: Stanislaus County | Social Security Number:

Employee Name: (Last, First, M.I.)

Address:

City: | State: | Zip:

Home Phone: | Work Phone/Ext.:

A. To be completed by the Participant

EMPLOYEE REQUEST FOR LOAN: I hereby request to borrow from my account balance under the Plan: (I understand that I may not request a loan, or have an outstanding loan, if my benefit is in pay status.)

- \$ _____ or, if less is available, the Maximum Amount Available (\$1,000 minimum).
 The Maximum Amount Available (\$1,000 minimum). The Maximum Amount Available is determined on the valuation date on which the loan proceeds are to be issued from the plan. The Maximum Amount Available is the lesser of 50% of the vested account balance or \$50,000 (reduced by the highest outstanding balance during the last twelve months of all loans made from this Plan).

Loan Fees: I understand and agree that the total loan amount due and payable will include a **processing fee** of \$50 to be deducted from my Participant's account under the Plan in the same manner as the amount borrowed. Additionally, a **maintenance fee** of \$12.50 will be deducted from my Participant's account at the end of each calendar quarter.

Source of Loan Funds: I understand that the proceeds of my Loan and any Loan Fee will be withdrawn from my account under the Plan against all available investment choices (except a Self Directed Brokerage Account) and from each contribution source on a pro-rata basis.

Loan Repayment Terms: I agree to repay this loan to my account through payroll deductions within:

- 1 Year 2 Years 3 Years 4 Years 5 Years
 _____ Years (Greater than 5 Years is permitted for the purchase of principal residence only).

Payroll Deduction Authorization: I understand and authorize loan repayments to be made by payroll deduction for each pay period in which a payment is due in accordance with the terms of the Promissory Note and Loan Agreement, starting with the first applicable pay-period following the date this loan is entered into or as soon as administratively practicable and continuing until the loan is repaid in full. I understand that loan repayments will be invested in the investment choices under the Plan in accordance with my most current investment election on file with the Plan Administrator (except a Self Directed Brokerage Account).

B. To be completed by the Plan Administrator, if applicable

Loan Interest Rate The interest rate will be the Current Plan Loan Interest Rate on file at Hartford Life or _____%

Payroll Frequency Repayments will be made at the frequency on file at Hartford Life. If repayments are to be made at another frequency indicate: Weekly Bi-Weekly Semi-Monthly Monthly

C. Signatures

I understand that I may fully repay the outstanding amount of this loan without penalty. Partial prepayments are not allowed. Upon my retirement, death or termination of employment or termination of the Plan prior to the full repayment of the loan, the outstanding principal amount of the loan will be considered due and payable. My vested account balance will be reduced by the amount of outstanding principal balance of the loan before any distribution to me or my beneficiary, whichever is applicable. I understand and agree that I will receive with the loan proceeds, a Promissory Note as well as a Loan Agreement. I understand and agree that none of the terms or provisions of this Promissory Note may be waived, altered, modified or amended except in writing and duly executed by me and the Plan Trustees. I further understand my endorsement of the check representing this loan shall constitute my agreement to all terms of the Promissory Note and Loan Agreement.

Employee's Signature

Date

Please forward this application to your Plan Administrator for final review and approval.

I approve this loan as shown and certify that the above data in regard to the participant is true and accurate to the best of my knowledge and, as applicable, that I have considered any other loan made from any other plan of the employer in determining the amount available to the Participant. I hereby direct Hartford Life to issue the loan proceeds, a Promissory Note and Loan Agreement to the Participant based upon the information indicated above. I understand that the loan request will be processed as of the date it is received in good order at Hartford Life.

Plan Administrator's Signature

Date

Please make a copy for your records.