Carpenters Annuity Trust Fund for Northern California

SELF-DIRECTION TRANSFER FORM

Step 1 **Watch the Self Direct Online Seminar**

This step is required to elect Self Direct. Go to carpenterfunds.com and click on the Annuity tab or scan this QR code

Step 2 **Complete Self-Direct Transfer elections below**

Name (Last, First, Middle)			**Phone #**
Address	**City**	**State**	**Zip**
CFAO ID#, Social Security #			**Birthday**

OPTION 1 - TRANSFER ELECTION OF EXISTING BALANCE

☐ I hereby elect to transfer_______________%, or $_______________of my existing account balance from the Trustee-Directed Program to the Self-Directed Program. If the dollar amount specified is more than the balance in the Trustee-Directed Program, 100% of the balance will be transferred. **Any additional transfers from the Trustee-Directed Program will require a new Self-Direction Transfer Form**.

OPTION 2 - TRANSFER ELECTION OF FUTURE EMPLOYER CONTRIBUTIONS

☐ I hereby elect to transfer_____________% of my future Employer contributions from the Trustee-Directed Program to the Self-Directed Program. **To change this percentage a new Transfer Form must be submitted.**

Investment Elections & Timing of Transfers

Transfers of existing account balance will be done on a weekly basis. Employer contributions will be transferred on a monthly basis. New contributions will be transferred by approximately the 10th working day of the month following the month in which the contributions were received by the Carpenter Funds Administrative Office.

All transfers will be deposited into the World Investment Advisors Target Date Fund until you have made investment elections through Manulife John Hancock Retirement Plan Services. Once you have made your investment choices through Manulife John Hancock Retirement Plan Services, all future transfers will be invested in accordance with those elections. Manulife John Hancock Retirement Plan Services can be reached by phone at **1-833- 38-UNION (1-833-388-6466)** or on the internet at ***https://myplan.johnhancock.com*.**

Step 3 **Sign, Date, and Return Form to Trust Fund Office**

Signature____**Date** ____________________

Return this form via mail, fax, or email

Carpenters Annuity Trust Fund for Northern California

P.O. Box 2280 Oakland, CA 94614-2280 Fax: (510) 633-0215 email:benefitservices@carpenterfunds.com

If you are enrolling in the Plan for the first time, your initial contribution will be invested as follows:

Default Investment Fund**	Year of Birth
Fidelity Freedom Index Income Fund (Premier Class)	1942 or earlier
Fidelity Freedom Index 2010 Fund (Premier Class)	1943 – 1947
Fidelity Freedom Index 2015 Fund (Premier Class)	1948 – 1952
Fidelity Freedom Index 2020 Fund (Premier Class)	1953 – 1957
Fidelity Freedom Index 2025 Fund (Premier Class)	1958 – 1962
Fidelity Freedom Index 2030 Fund (Premier Class)	1963 – 1967
Fidelity Freedom Index 2035 Fund (Premier Class)	1968 – 1972
Fidelity Freedom Index 2040 Fund (Premier Class)	1973 – 1977
Fidelity Freedom Index 2045 Fund (Premier Class)	1978 – 1982
Fidelity Freedom Index 2050 Fund (Premier Class)	1983 – 1987
Fidelity Freedom Index 2055 Fund (Premier Class)	1988 – 1992
Fidelity Freedom Index 2060 Fund (Premier Class)	1993 – 1997
Fidelity Freedom Index 2065 Fund (Premier Class)	1998 and later

If Manulife John Hancock does not have your date of birth on file, contributions will be invested instead in the Fidelity Freedom Index Income Fund (Premier Class) until a valid date of birth is obtained by Manulife John Hancock

This investment is intended to satisfy the requirements for a "qualified default investment alternative" ("QDIA") under the Employee Retirement Income Security Act of 1974 ("ERISA"). A copy of the Fund Fact Sheet for the Plan's default investment is available by logging into the Plan's website and will be mailed to you upon receiving your first Plan contribution. If you do not make an investment election and your account will be invested in the QDIA, you may transfer all or any part of it from the QDIA into any other investment options at any time by contacting Manulife John Hancock. Information regarding all of the Plan's investment options and procedures for changing investment elections is available by contacting Manulife John Hancock or by logging into the Plan's website at ***myplan.johnhancock.com. Upon receiving your first contribution, a Plan Guide will be mailed to your address of record with additional information about the Plan and the Plan's investment options.

About Risk- <u>Investing in Target Date Funds</u>: The "target date" in a target date fund is the approximate date an Investor plans to start withdrawing money. Because target date funds are managed to specific Retirement dates, investors may be taking on greater risk if the actual year of retirement differs dramatically from The original estimated date. Target date funds generally shift to a more conservative investment mix over time. While this may help to manage risk, it does not guarantee earnings growth nor is the fund's principal value guaranteed at any time including at the target date. You do not have the ability to actively manage the investments within target date funds. The portfolio managers control security selection and asset allocation. Target Date funds allocate their investments among multiple asset classes which can include U.S. and foreign equity and fixed income securities.

Once your first contribution has been invested, you may access the Manulife John Hancock's website at ***myplan.johnhancock.com or by calling 833-38-UNION (833-388-6466)*** to change how your future contributions and/or existing account balance is invested. You may obtain information on the other funds offered in the Plan or request a fund prospectus by contacting Manulife John Hancock Retirement Plan Services. This election may be changed any business day (a day on which the New York Stock Exchange (NYSE) is open) by using *My Plan for Retirement*. Any change made and confirmed to your investment election before 4:00 p.m. Eastern Time (ET) on any business day will generally be effective as of the close of that day. A change confirmed on or after 4:00 p.m. ET, or on weekends or holidays, will generally be effective as of the close of the next business day. In the event the NYSE closes prior to 4:00 p.m. ET on any business day, a change made and confirmed before the time the NYSE closes will generally be effective as of the close of that day. A change made or confirmed on or after such closing time will generally be effective as of the close of the next business day.