



**AUI ALLOCATION OF RETIREMENT  
PLAN CONTRIBUTIONS  
401(a) ENROLLMENT AND CHANGE FORM**

Eligibility Criteria: All employees scheduled to work 1,000+ hours per year are eligible to participate in the AUI Retirement Plan after completing six months of continuous service. Contributions will begin the first pay period following your eligibility date. Contributions are immediately vested.

New Enrollment

Change

Employee Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Hire Date: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Eligibility Date: \_\_\_\_\_

I hereby elect to have the Observatory's contribution (the amount equal to 10% of my base salary) to my AUI Regular Retirement Plan allocated as follows:

**(Note: Amounts should total 100%)**

TIAA \_\_\_\_\_%

FIDELITY GROUP FUNDS \_\_\_\_\_%

Please indicate your payroll status:  Non-Exempt  Exempt

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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For HR/Payroll Use Only

Pay Period Effective Date: \_\_\_\_\_

Vendor Enrollment:

JDE: