

Bi-State Development Agency 401k Retirement Savings Plan - Salaried, ATU 788, & Call-A-Ride

Loans

May I take a loan? If so, how and when must the loan be repaid?

Yes, the plan permits participant loans of not less than \$1,000, subject to the following procedures:

- Loans are limited to active employees of Metro;
- Loans are auto-approved through the “Benny” Voice Response system or the internet on a daily basis and are available to all participants;
- Loans will be granted on a non-discriminatory basis, subject to a limit of 50% of your vested account balance or \$50,000 (reduced by the excess of the highest outstanding loan balance from the plan during the one-year period ending on the day before the date on which the loan is made over the outstanding loan balance from the plan on the date the loan is made), whichever is less;
- The interest rate will be set at the prime rate and maintained by Lincoln Financial Group (LFG);
- Participants will be charged a one-time \$85.00 loan-processing fee. This amount will be deducted from the total amount of the loan check before mailing to the participant. A \$25.00 maintenance fee will be charged for each year the loan is outstanding. The maintenance fee will be automatically deducted from investment funds on a prorated basis;
- General-purpose loans will have a maximum repayment period up to five (5) years. Primary Residence loans will have a maximum repayment period up to 15 years. Documentation to support primary residence loans will be required (purchase or sales agreement); and
- Participants are allowed only one (1) outstanding loan at anytime.
- If an employee takes out a loan, their deferral contributions do not need to cease during that time. However, if the employee **chooses to suspend deferral contributions when requesting a loan, they must personally contact Lincoln Financial Group directly to restart deferrals.** *This process is not automatic.*

Loan applications may be completed online by clicking on: www.LFG.com or by using the “Benny” Voice Response System (1-800-234-3500).