

ORP Change Form

Complete this form if you wish to change to another fund sponsor serving the Optional Retirement Plan.

Employee Last Name	First Name	MI	Social Security Number (required)
Street Address			Date of Birth
City	State	Zip Code	Contact Info (phone / email)

FUND SPONSOR/ PROGRAM: Your ORP Fund Sponsor Choice

You may direct ORP contributions to one fund sponsor at a time. You may change your election for future contributions one time during a calendar year. Once you choose a new fund sponsor, you must complete an account application for your newly selected ORP fund sponsor.

Current ORP Fund Sponsor (name): _____

Change my ORP Fund Sponsor to (Check one and provide the date you sent the application to the new company.):

- ORP:ous**
You must apply online or send your ORP:ous application directly to the plan administrator, Fidelity Investments, to ensure your contributions are invested as you wish.* Request a Getting Started Guide or apply online at <http://www.mysavingsatwork.com/ous>.
- ORP:tiaa-cref**
You must send your TIAA-CREF application form or online application directly to TIAA-CREF to ensure your contributions are invested as you wish*. Apply online at <http://enroll.tiaa-cref.org/ous/>.
- ORP:aig valic** New enrollments will be accepted until October 10, 2007.
You must return your AIG VALIC application form to AIG VALIC Financial Advisors, Inc. to ensure your contributions are invested as you wish*.

Attach confirmation of your online enrollment or a copy of your application.

CERTIFICATION: I understand that this election will be effective until I change my selected ORP fund sponsor in another calendar year.

*I further understand that contributions sent to the fund sponsor selected above may be invested in a money market fund (TIAA-CREF and AIG VALIC) or an age-appropriate lifecycle fund (ORP:ous) until the company receives my online or signed application form indicating my investment choice(s).

Employee's Signature _____ Date _____

You must provide this form to your campus benefits office, at the address listed below, by the 10th of the month in which you wish this change to be effective.

Send this completed form to the appropriate institution:

EOU-Human Resources, One University Blvd, La Grande OR 97850-2899
 OIT-Human Resources, 3201 Campus Dr, Klamath Falls OR 97601-8801
 OUS-Chancellor's Office, PO Box 488, Corvallis OR 97339-0488
 OSU-Human Resources, 204 Kerr Admin Bldg, Corvallis OR 97331-2132

PSU-Human Resources, PO Box 751, Portland OR 97207
 SOU-Human Resources, 1250 Siskiyou Blvd, Ashland OR 97520
 UO-Human Resources, 5210 University of Oregon, Eugene OR 97403
 WOU-Human Resources, 345 N Monmouth Ave, Monmouth OR 973