for governmental employers

retirement plan solutions
457(b) plan compliance guide

AXA EQUITABLE

redefining / standards®

table of contents

about this guide

AXA Equitable created this guide to help you meet the administrative and compliance requirements of your 457(b) plan. It reviews key 457(b) plan regulations; provides a 457(b) compliance checklist; and lists where to find the forms and related documents AXA Equitable offers to help make the compliance process easier for you.

AXA Equitable—Experience, Knowledge, and Resources

AXA Equitable is one of the nation's foremost providers of retirement savings plan products and services. We have the retirement plan expertise, technical knowledge, and administrative resources to provide the level of support you need to establish and maintain a governmental 457(b) plan, in addition to other retirement savings plans that are appropriate for your organization.

A Focus on the People Who Build Our Communities

Financial products and services for plan sponsors and their employees are delivered through AXA Advisors, LLC, and its specialized division, the Retirement Benefits Group (RBG). Together, AXA Advisors and the RBG provide wealth management services and financial education to meet the retirement needs of those who build and serve our communities: educators and staff in our public schools, colleges, and universities; hospital and municipal workers; and employees of nonprofit organizations.

You can look to AXA Advisors and the RBG whenever you need information or support on retirement plan issues. Our dedicated team of hundreds of insurance-licensed and securities-registered financial professionals serves thousands of school systems, universities, hospitals, municipalities, and nonprofit organizations nationwide. Your employees can expect personal attention every step of the way. Your local financial professional will provide your employees with the information, resources, services, and support they need to plan for their retirement years. In addition, your financial professional will work with your employees, one-on-one, to help them enroll, review their retirement savings strategies, and make sure that their assets are allocated according to their risk tolerance.

AXA Equitable's 457(b) plan services

For You

As an investment provider for your 457(b) plan, AXA Equitable offers many services to help you or, if applicable, your third party administrator (TPA) maintain your plan and comply with Internal Revenue Code (IRC) 457(b). These include:

- Transaction-monitoring assistance for all EQUI-VEST® variable annuity contracts:
  - Track contributions and contribution limits.
  - Monitor loans and required minimum distributions.
- A sample plan document.
- A sample hold harmless/service provider agreement.
- A sample salary reduction agreement.[1]
- Bulletins, alerts, and personal communications keeping you and your staff up-to-date on 457(b) issues.
- Online access to data needed for recordkeeping and/or compliance purposes. Our **Employer Plan Administration Center for EQUI-VEST®** lets you and/or, if applicable, your TPA:
  - View cumulative account balance information encompassing all EQUI-VEST® accounts under your plan.
  - Look at participants' EQUI-VEST® account information, including:
    - Last contribution amounts;
    - Last contribution dates;
    - Total contributions since contract inception;
    - Current available loan amounts;
    - Outstanding loan balances, dates the loans were taken, and if there are any defaulted loans.
  - Upload contribution files with EQUI-VEST® contribution data.

1 May also be referred to as a "participation agreement" in certain states.

For Your Employees

AXA Equitable provides a full complement of services to help your employees monitor their accounts so that they can make sound financial decisions. These services include:

- Online account access.
- Detailed statements and confirmation notices.
- Retirement savings education materials, enrollment assistance, and individual annual reviews provided by your employees' personal AXA Advisors financial professional.
- Personal attention to help employees identify their financial objectives and ensure their assets are appropriately allocated in each phase of their lives. This personal service can help ensure increased participation in your plan.
- Access to an array of investment options within EQUI-VEST® deferred variable annuity contracts.
- Calculations, made at your employees' request, to aid in meeting and staying within eligible contribution limits (especially important for those employees utilizing catch-up contribution options). These calculations are available from your employees' personal AXA Advisors financial professional.

key facts about 457(b) plans

Section 457 of the Internal Revenue Code allows state, county, and local governments to set up retirement savings plans for their employees. These plans are often called "457(b)" or "457(b) employee deferred compensation (EDC)" plans.

Contributions to these plans can be made by employees and/or employers. Employee contributions, which are also known as salary reduction contributions, are elected by your employees on a pre-tax or, in the case of a Roth 457(b) account, an after-tax basis.

For you, a 457(b) plan can be an important recruitment and retention tool. For your employees, a 457(b) plan offers the benefit of tax-deferred savings, the convenience of payroll deductions, and the ability to supplement their pension and (if they are eligible) Social Security payments.

Assets Must Be Set Aside in a Trust, Qualified Annuity, or Custodial Account

457(b) plans maintained by state, county, or local governments are funded plans. This means that all plan assets must be set aside in a trust, an annuity contract, or a custodial account for the benefit of the participants and their beneficiaries. This assures participants that the assets are not available to the general creditors of their employers.[1]

Plan Contributions

Plan Contributions Are Subject to FICA and Other Payroll Taxes

Participants in a 457(b) plan are not required to pay federal and, in most states, state income tax on the money contributed to the plan. However, FICA (i.e., Social Security and Medicare) taxes and other payroll taxes are required for both employee and employer contributions.

1 If the annuity contracts are not held under a trust, the employer must be the owner of the contract(s).

Plan Contribution Limits

The federal government reviews the contribution limits each year and may adjust them due to inflation and/or changes in the law. For 2011, the basic deferral limit is $16,500 and the age 50+ catch-up contribution limit is $5,500.

A participant who is within three years of the plan's normal retirement age may be eligible for an additional catch-up option that is often called the final three-year catch-up. Under this catch-up, an eligible participant may be able to contribute an additional amount not to exceed the 457(b) basic deferral limit for that year. A participant must have an underutilized limit to be eligible for the final three-year catch-up option (see "Final Three-Year Catch-up Contributions" in the following section).

Occasionally there is a mistaken belief that the IRC 415(c) maximum contribution limit for 403(b) plans ($49,000 in 2011) also applies to 457(b) plans. The IRC 415(c) limit does **not** apply to 457(b) plans. The basic 457(b) deferral limit and (if applicable) the catch-up contribution limits above apply regardless of whether contributions are made by employees, employers, or both.

Excess Contributions and Corrective Distributions

IRC 457(b) requires that you distribute all excess contributions to participants as soon as is practical. Be sure that you have established procedures to provide for this correction process. Failure to do so could cause your plan to become an "ineligible" 457(f) plan, which could make all amounts held under the plan subject to immediate taxation.

Catch-up Contributions

Universal Availability of Age 50+ Catch-up Contributions

Because the age 50+ catch-up option is subject to a "universal availability" requirement, your 457(b) plan should permit age 50+ catch-up contributions if this option is available in any of your other plans—e.g., if you are a public education employer and the age 50+ catch-up option is available in your 403(b) plan.

Final Three-Year Catch-up Contributions

A participant's eligibility and contribution amounts for the final three-year catch-up option are based on the plan's normal retirement age, the participant's underutilized contribution amount, and other factors.

The final three-year catch-up contribution period is available only during the three calendar years prior to the plan's normal retirement age. Therefore, if your plan permits final three-year catch-up contributions, your plan document must define your plan's normal retirement age.

A participant must also have an "underutilized limit" to be eligible for the final three-year catch-up option. The underutilized limit equals the sum of the amount that the participant could have contributed to your 457(b) plan each year the participant was eligible to participate **reduced by**:

- *Prior to 2002*—Amounts contributed by the participant to any 457(b) plan of any employer, as well as to any other elective deferral plan of any employer; and
- *For 2002 and after*—Amounts contributed by the participant to any 457(b) plan of any employer.

You should require participants to submit a calculation—prepared by one of your providers—to determine whether the participant is eligible for the final three-year catch-up option before permitting final three-year catch-up contributions to be made. Upon the participant's request, your AXA Advisors financial professional also will prepare calculations to determine a participant's underutilized limit.

Coordination of Age 50+ and Final Three-Year Catch-up Contributions

457(b) plans may allow both final three-year and age 50+ catch-up contributions. However, if both options are available, participants who are age 50 or older and within three years of the plan's normal retirement age are permitted to use only the option that allows the greater contribution amount.

Salary Reduction Agreements

Timing Requirements for Processing Salary Reduction Agreements

A salary reduction agreement must be received before the first day of the month in which employee contributions will begin—with one exception. An agreement may be accepted after the first day of the month **if** the agreement has been executed prior to an employee's hire date.

Agreements may be accepted after employees have severed employment so that contributions may be taken from certain types of severance pay, provided that such pay is paid to departed employees no later than the end of the tax year, or within 2½ months following the actual severance date, whichever is later.

The types of severance pay from which post-employment employee contributions may be taken include:

- Any types of pay that would have been paid had the employee remained an employee (such as back pay, bonuses, or job performance pay); and
- Pay for unused sick and vacation leave, provided the leave would have been available for use had the employee remained an employee.

Severance pay for early retirement incentives or the buyout of contracts is not eligible for employee contributions unless those amounts are paid while the employee is still employed.

Payroll Systems Should Review Salary Reduction Agreements Exceeding the Basic Deferral Limit

Make sure that your payroll system is set up to review and require certain additional information from participants before accepting any salary reduction agreement that would cause the basic deferral limit to be exceeded. Contributions exceeding the basic deferral limit may be due to one of the two catch-up options (if offered under your plan). For either catch-up option, you should check personnel records to confirm the participant's age. For the final three-year catch-up, you should also confirm that the participant is within three years of the plan's normal retirement age[2] and obtain a calculation verifying the participant's underutilized contribution limit.

Unforeseeable Emergency Withdrawals

Unforeseeable emergency withdrawals are permitted only to the extent that the amount is needed to cover an unexpected financial emergency, such as:

- An illness or accident to the participant, beneficiary, spouse, or other dependent.
- The loss of the participant's or beneficiary's property due to a casualty not covered by insurance.
- The foreclosure or eviction from a primary residence (if that event is due to unforeseeable circumstances).
- The need to cover funeral expenses of a spouse or dependent.

The administration of unforeseeable emergency withdrawals may be delegated to your plan's provider(s) or TPA under an agreement where emergency withdrawals are limited to situations, like those above, that are permitted under 457(b) regulations.

Your Fiduciary Responsibilities

As owner of the assets that have been set aside for the benefit of plan participants and beneficiaries, you may have fiduciary responsibilities regarding the investment or product choices being made available to your employees. Your fiduciary responsibilities are generally found in state statutes governing trust law.

Consider Offering a Variety of Investments / Products

It makes sense to have a variety of investment choices with different risk and reward characteristics. In fact, many states have statutes requiring these investment choices. So while your 457(b) plan is not subject to

2 The final three-year catch-up option cannot be used in the year in which or after the participant reaches the plan's normal retirement age.

the requirements of Title I of ERISA, your state may have statutes that refer to ERISA Section 404(c) as a guideline for the selection of investment choices.

Provide Sufficient Information on All Plans

Employees in public education institutions are eligible to participate in both 403(b) and 457(b) plans. Which plan best meets a participant's goals depends on many factors, and employees often want to participate in both plans. Therefore, you may want to arrange for employee consultations and education regarding participation in both plans. In some states, statutes require such education.

complying with 457(b) regulations

A periodic review and analysis of your plan should be part of your standard operating procedures. This is important no matter how you administer your plan—i.e., with assistance from your investment providers and/or a TPA. A periodic review is one of the best ways to ensure that your plan stays in compliance with all pertinent regulations. And compliance problems are easier and cheaper to fix when they're small and haven't continued over a long period of time.

Compliance Checklist

The following checklist outlines key compliance areas for a 457(b) plan. Use it periodically to help make sure your plan conforms to 457(b) regulations.

The checklist is meant to serve as a guide; it is not intended to be a comprehensive list of all 457(b) compliance requirements. Answering "yes" to each question does not necessarily guarantee that your plan is fully compliant. You should consult with your legal counsel or tax advisor to determine the compliance activities and administrative process reviews that best fit your organization's specific circumstances.

I. Plan Basics

1. Are you eligible to sponsor a 457(b) plan? **Yes ❑ No ❑**

   To be eligible, you must be a state, county or local government, or a political subdivision of instrumentality thereof. (Note: 501(c)(3) organizations are eligible to set up "top hat" 457(b) plans, which cover only highly compensated and management employees. Top hat plans are not covered in this guide.)

2. Are all of your 457(b) plan's assets set aside in a trust, qualified annuity contract, or custodial account for the benefit of the participants and their beneficiaries? **Yes ❑ No ❑**

   AXA Equitable's EQUI-VEST® EDC is a qualified variable deferred annuity contract that meets this requirement.

3. Do you have a process in place to address questions your payroll department may have regarding plan contributions? **Yes ❑ No ❑**

   Your AXA Advisors financial professional can assist you in answering questions your payroll department may have. *Reminder:* both employer and employee contributions are subject to Federal Insurance Contributions Act (FICA) and other payroll taxes.

4. Do you have a hold harmless/service provider agreement with your plan's investment providers and/or TPA detailing their responsibilities for plan compliance and the operation of your plan? **Yes ❑ No ❑**

   Your AXA Advisors financial professional can provide you with a sample hold harmless/service provider agreement for 457(b) plans of governmental employers that identifies areas of responsibility for the plan.

II. Plan Document

1. Does your plan document:

   a. Specify all terms and conditions under the plan, such as eligibility, benefits, types of contributions permitted (including employee pre-tax, Roth after-tax, and catch-up contributions as applicable), contribution limits, and distributions? **Yes ❑ No ❑**

   b. Include the plan's requirements for loans, unforeseeable emergency withdrawals, and rollovers? **Yes ❑ No ❑**

   AXA Equitable's sample plan document provides for all of the terms, conditions, and features listed above.

2. Does your plan document:

   a. Permit the final three-year catch-up option? **Yes ❑ No ❑**

      - If yes, does your plan document specify the plan's normal retirement age? **Yes ❑ No ❑**

   b. Permit the age 50+ catch-up option if it is available in any of your other employer-sponsored retirement plans? **Yes ❑ No ❑**

      Because the age 50+ catch-up option is subject to a universal availability requirement, your 457(b) plan should permit age 50+ catch-up contributions if the option is available in any of your other plans—e.g., your 403(b) plan, if you are a public education employer.

3. Have you kept a copy of your plan document in your files in the event that the IRS audits your 457(b) plan? **Yes ❑ No ❑**

III. Salary Reduction Agreements

1. Is your salary reduction agreement:

   a. Binding and irrevocable until changed in writing? **Yes ❑ No ❑**

   b. Applicable only to earnings not yet made available? **Yes ❑ No ❑**

   Your AXA Advisors financial professional can provide you with a sample salary reduction agreement which meets these requirements. If this sample agreement meets with your approval, we will use it to enroll employees in your plan.

2. Do you have a procedure in place to maintain a copy of each participant's current salary reduction agreement? **Yes ❑ No ❑**

3. Have you established procedures with your payroll department to:

   a. Ensure that a participant's contributions start no sooner than the first of the month **after** the month in which you receive the participant's salary reduction agreement? **Yes ❑ No ❑**

      Note that there is an exception to the above rule—you are permitted to start taking contributions from a new hire's pay the same month the employee is hired, if the new hire's salary reduction agreement is executed before the employee's hire date.

b. Accept a salary reduction agreement submitted after an employee's severance date in order to take contributions from the employee's severance pay? **Yes ❑ No ❑**

This pay must consist of unused sick and vacation leave that would have been available for use, or pay the employee would be eligible to receive (e.g., back pay and bonuses) had the employee stayed in your employ. Payment must be made before the end of the tax year or within 2½ months after the employee's severance date, whichever is later. Finally, the salary reduction agreement must be received before the first day of the month in which the payment is made.

c. Reject salary reduction agreements exceeding basic deferral limits and, if the age 50+ and/or final three-year catch-up options are offered, send a notification to the participant requesting verification that the participant wants to make catch-up contributions? **Yes ❑ No ❑**

For either catch-up option, you should check personnel records to confirm the participant's age. For the final three-year catch-up, you should confirm that the participant is within three years of the plan's normal retirement age (it cannot be used in the year in which or after the participant reaches the plan's normal retirement age). If both catch-up options are offered, you must also confirm that the participant is using the option that allows the greater contribution amount.

IV. Excess and Catch-up Contributions

1. Do you have a procedure in place to require your investment providers or TPA to properly correct excess contributions? **Yes ❑ No ❑**

   AXA Equitable will distribute any excess contributions it receives as soon as practical following the discovery of the excess contributions.

---

2. Do you require participants to submit calculations justifying their eligibility for the final three-year catch-up contributions (if offered)? **Yes ❑ No ❑**

   Your AXA Advisors financial professional will prepare calculations upon an employee's request.

---

3. Do you require your investment providers or TPA to prepare calculations for participants who are within three years of the plan's normal retirement age to determine if these participants have underutilized contribution limits? **Yes ❑ No ❑**

V. Loans (if permitted under your plan)

1. Have you made arrangements for an individual or committee to review and approve/deny all loan requests or delegated that responsibility to your investment providers or TPA? **Yes ❑ No ❑**

   If you do not want to sign each request, AXA Equitable will accept a blanket form that indicates your (the employer's) permission to process participants' requests.

2. Does your loan approval procedure look at a participant's outstanding loans in all plans you sponsor when determining a participant's eligibility for a new loan? **Yes ❑ No ❑**

   Because loan limits described in IRC 72(p) apply to all plans you sponsor, you must be sure to gather information on a participant's outstanding loans in all your plans to determine the participant's eligibility for a new loan.

3. Have your investment providers or TPA agreed to:

   a. Process loan requests only if they are pre-approved by you or your designee? **Yes ❑ No ❑**

   b. Administer loans they process, which includes handling defaulted loans? **Yes ❑ No ❑**

   c. Handle income tax reporting (i.e., Form 1099-R) and withholding on defaulted loans? **Yes ❑ No ❑**

   AXA Equitable will take responsibility for the processing and administration—and, if needed, tax reporting and withholding requirements—of loans taken from EQUI-VEST® accounts under your plan.

4. If an employee with an outstanding defaulted loan requests a new loan, does your plan either (1) prohibit a new loan or (2) require any new loan to be repaid through payroll deduction? **Yes ❑ No ❑**

VI. Unforeseeable Emergency Withdrawals (if permitted under your plan)

1. Have you made arrangements for an individual or committee to review and approve/deny all unforeseeable emergency withdrawal requests or delegated that responsibility to your investment providers or TPA? **Yes ❑ No ❑**

   If you do not want to sign each request, AXA Equitable will accept a blanket form that indicates your (the employer's) permission to process participants' requests. Note that in-service withdrawals from a 457(b) plan (other than certain small account balances) must be limited to **unforeseeable events** that create the emergency hardship.

2. Have your investment providers or TPA agreed to:

a. Process requests for unforeseeable emergency withdrawals only if they are pre-approved by you or your designee? **Yes ❑ No ❑**

b. Adhere to withdrawal restriction rules? **Yes ❑ No ❑**

c. Handle income tax reporting (i.e., Form 1099-R) and withholding on unforeseeable emergency withdrawals? **Yes ❑ No ❑**

AXA Equitable will take responsibility for the processing and administration—including tax reporting and withholding—of unforeseeable emergency withdrawals taken from EQUI-VEST® accounts under your plan.

VII. Distributions

Have your investment providers or TPA agreed to:

1. Adhere to minimum distribution requirements? **Yes ❑ No ❑**
2. Handle income tax reporting (i.e., Form 1099-R) and withholding on distributions? **Yes ❑ No ❑**

AXA Equitable will take responsibility for the processing and administration—including tax reporting and withholding—of distributions taken from EQUI-VEST® accounts under your plan.

VIII. Fiduciary Responsibility, Investment Choices, and Participant Education

If you offer both 403(b) and 457(b) plans to your employees, do you have a procedure in place to provide sufficient information so employees eligible for both plans can make informed decisions as to which plan best meets their goals? **Yes ❑ No ❑**

Your AXA Advisors financial professionals can help by providing one-on-one employee consultations.

Common / Potential Plan Violations

You are responsible for ensuring that your plan complies with IRC 457(b) and that the operation of your plan satisfies those requirements. Plan violations to watch out for are:

General Plan Administration

- *Failure to properly set aside plan assets*—All plan assets must be set aside in a trust, an annuity contract, or a custodial account for the benefit of the participants and their beneficiaries. This assures participants that the assets are not available to the general creditors of their employer.

- *Failure to follow the plan document*—The operation of your plan must be consistent with the terms contained in your plan document. You should adopt a single plan document if your plan offers more than one investment provider; otherwise, the provisions of the plan could differ among the providers, increasing the risk of compliance failure.

Employee Eligibility and Contributions

- *Contributions exceed eligible limits*—You must monitor all contributions to ensure that they do not exceed the annual contribution limits. If employer contributions are included, be sure that the sum of any employee contributions and employer contributions do not exceed the basic deferral limit plus the catch-up contributions limits, if applicable. If both age 50+ and final three-year catch-up contributions are permitted, make sure that participants who are eligible for both catch-up options use only the option that allows the greater contribution amount.

  Violations of the final three-year catch-up option occur if a participant uses this option at any time other than the three calendar years immediately before the participant reaches the plan's normal retirement age. For example, the final three-year catch-up cannot be used in the year the participant reaches the plan's normal retirement age or in any year thereafter.

  Violations of the final three-year catch-up option also occur when the calculation of the participant's underutilized contribution limit either includes years before your 457(b) plan existed or does not include all prior contributions. The latter is especially relevant for years before 2002, when limits were coordinated among all of an employer's plans that permitted employee deferral contributions.

- *Failure to withhold FICA taxes from employee and, if applicable, employer contributions*—FICA and other payroll taxes are required for both employee and employer contributions.

Loans, Withdrawals, and Distributions

- *Loans have not been administered in accordance with plan regulations*—Common loan violations include:
  - Failure to make required payments when due, which results in the default of the entire loan;
  - Granting of a new loan when there is an outstanding defaulted loan, unless the new loan is being repaid through payroll deductions;
  - Poor documentation; or
  - Loans from multiple plan investment providers or other plans you sponsor that, in the aggregate, exceed the allowable loan limits.
- *Unforeseeable emergency withdrawals have not been administered in accordance with plan regulations*—Violations occur when:
  - The 403(b) hardship withdrawal regulations, which are less restrictive than 457(b) unforeseeable emergency withdrawal regulations, are used to determine eligibility;
  - There is inadequate documentation of the unforeseeable emergency; or
  - Distributions exceed the amount needed for the unforeseeable emergency.
- *IRS required minimum distributions have not been made to eligible individuals*—Distributions to participants in your plan must begin by the later of the April 1st after the participant reaches age 70½, or the April 1st following the year after the participant is no longer employed by you. The law requires that the participant pay a 50% federal penalty tax on the required distribution if it is not made in a timely manner. (This requirement has been suspended for the 2009 tax year only.)

What to Do If You Uncover Plan Violations

While there is currently no official compliance resolution program for governmental 457(b) plans, the IRS has stated in Revenue Procedure 2008-50[1] that sponsors of governmental 457(b) plans can follow the general principles of the Employee Plans Compliance Resolution System (available to sponsors of 403(b) and 401(k) plans) to address plan violations. AXA Equitable recommends that you have your legal counsel contact the IRS for guidance on how to apply the principles of the Employee Plans Compliance Resolution System to your specific situation.

1 Available online at http://www.irs.gov/pub/irs-drop/rp-08-50.pdf.

sample forms

Your AXA Advisors financial professional can provide you with a sample plan document. You can also look to your financial professional for a sample hold harmless/service provider agreement and the following sample 457(b) plan forms:

- *Hold Harmless/Service Provider Agreement*—This sample agreement is patterned after standard agreements that permit you and the involved investment providers to assume the responsibilities over which each has control. All providers should be willing to execute the agreement, without substantial change, so that your employees will continue to have access to a variety of 457(b) products and investment options.

- *Salary Reduction Agreement*—This sample agreement assumes that you will require employees who may be eligible to use catch-up options under the 457(b) plan (i.e., the age 50+ or final three-year catch-up option) to submit the appropriate documentation and/or calculations along with the signed agreement. In addition, employees who wish to use the final three-year catch-up option will be required to submit annual calculations well before the end of each calendar year. These procedures will permit you to require a reduction or cessation of contributions if the calculations do not support the requested contribution level. The calculation worksheets should be maintained in your records for at least the three open tax years after they are submitted, in case your plan is audited.

- *Loan Request Form*—The loan form gathers data required for plan compliance, such as information on all plan investment providers to whom an employee directs contributions, including contributions to other plans where you permit loans.

- *Request for Disbursement Form*—A participant can use this form to request a withdrawal. If the request is for an unforeseeable emergency withdrawal, documentation verifying that the unforeseeable emergency withdrawal request meets plan and IRS requirements must accompany the form. The IRS has noted that lack of such documentation is a common compliance error.

AXA Equitable—your 457(b) resource

You have several resources available to you if you need help with your 457(b) plan, have a question, or need information.

Call

- Your local AXA Advisors financial professional
- The EQUI-VEST® Service Center at **(800) 628-6673**

Go Online

- For specific information on your 457(b) plan, log on to the Employer Plan Administration Center[1] at **www.axa-equitable.com**

Email

- You can reach us at **EV.Collections@axa-equitable.com**

1 You must register with the EQUI-VEST® Service Center to use the Employer Plan Administration Center (EPAC). To get started, email EV.Collections@axa-equitable.com or call (800) 628-6673, press 2, and ask to speak to the EPAC technical support representative.

Variable Annuities: Are Not a Deposit of Any Bank · Are Not FDIC Insured · Are Not Insured by Any Federal Government Agency · Are Not Guaranteed by Any Bank or Savings Association · May Go Down in Value

Please be advised that this content is not intended as legal or tax advice. Accordingly, any tax information provided in this content is not intended or written to be used, and cannot be used, by any taxpayer for the purpose of avoiding penalties that may be imposed on the taxpayer. The tax information was written to support the promotion or marketing of the transaction(s) or matter(s) addressed and you should seek advice based on your particular circumstances from an independent tax advisor.

Annuities and life insurance products are issued by AXA Equitable Life Insurance Company. Variable products are distributed by an affiliate, AXA Advisors, LLC. AXA Equitable has sole responsibility for its annuity and life insurance obligations.

AXA Equitable and AXA Advisors do not provide legal or tax advice. Please consult your legal or tax advisor as to your specific situation.

1290 Avenue of the Americas, New York, NY 10104, (212) 314-4600.

Visit us at www.axa-equitable.com

GE-49790 (03/11)

Cat.# 133302 (03/11)

AXA EQUITABLE

redefining / standards®