lOAN dEFAULT dELAY

This form is a direction to Alerus to not default loan(s). Please complete as many sheets as necessary.

**Complete the items below for each loan you are directing Alerus not to default in the quarter ending after the form is submitted.** This form must be received by Alerus prior to the end of the quarter for which it applies and must be completed every quarter in order to direct Alerus to not default a loan.

The employer is responsible for the decision to not default a loan and for the reason thereafter. Alerus will follow the direction of the employer. If this form is not received by Alerus for one or more of the loans identified in Alerus’ quarterly notification to the employer of loans to be defaulted prior to the end of the quarter, Alerus will consider that a direction from the employer to default the loans identified in the quarterly report.

See <https://help.AlerusRB.com/employers/retirement/past-due-loans/> for more information on IRS rules about permissible reasons to delay default of a delinquent loan.

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| Plan Name | Plan Number |
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| --- | --- |
| Employee Full Name (please print) | Employee Social Security Number |
|       |       |
| Reason |
| [ ]  Approved leave of absence (can delay up to 12 months) [ ]  Military leave[ ]  Other (explain)       |

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# AUTHORIZED SIGNATURE

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| Plan Name | Plan Number |
|       |       |

As an authorized signer for the plan, I confirm that Alerus should not default the loan(s) described above the end of the quarter ending after I submit this form.

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| Authorized Signature |  | Printed Name |  | Date |

Submit this form to Alerus via the plan access at AlerusRB.com**.** By uploading this form via our secure website, the authorized signer/TPA is certifying that all signatures are genuine.