July 2020

Temporary Distribution Option Available to Individuals Affected by COVID-19

The Board of Trustees of the Chicago Regional Council of Carpenters Supplemental Retirement Fund (the "Plan") is required to provide each Participant with a notification of important changes made to the Plan. This notification, which is called a Summary of Material Modifications ("SMM"), is intended to update the current Summary Plan Description ("SPD"). Therefore, you should place this SMM with your SPD and retain it for future reference. Please read the following information carefully.

In response to the ongoing public health crisis, the Board of Trustees have amended the Plan to incorporate a temporary in-service distribution option for individuals affected by COVID-19. Eligible participants may receive a distribution of up to $15,000 from April 9, 2020 (approval date) through September 30, 2020 (postmark date). You must certify that you are a “qualified individual” per the below.

A participant is eligible for this temporary distribution option if the participant certifies that:

- He or she is diagnosed with COVID-19; or
- His or her spouse or tax dependent is diagnosed with COVID-19; or
- He or she experiences adverse financial consequences due to being quarantined, being laid off, being furloughed, experiencing a reduction in hours, or being unable to work due to lack of childcare as a result of COVID-19; closing or reducing hours of a business owned or operated by the individual due to COVID-19; or other factors as determined by the Department of the Treasury; or
- He or she experiences a reduction in pay (or self-employment income) due to COVID-19 or having a job offer rescinded or a start date for a job delayed due to COVID-19; or
- His or her spouse or a member of his or her household is quarantined, furloughed or laid off, or experiences a reduction in work hours due to COVID-19; is unable to work due to lack of child care due to COVID-19; has a reduction in pay (or self-employment income) due to COVID-19; or has a job offer rescinded or a start date for a job delayed due to COVID-19; or
- A business owned or operated by his or her spouse or a member of the individual’s household is closed or hours reduced due to COVID-19.
Important Note: If you are married, your spouse must consent to the distribution.

Participants may obtain a COVID-19 Distribution application by visiting the Fund’s website at www.crccbenefits.org (on the left hand-side of the navigation pane, under “Supplemental Retirement Fund” select “Forms”) or by contacting the Retirement Benefits Department at 312-787-9455, phone option 4.

Completed COVID-19 Distribution applications must be received by the Retirement Benefits Department by one of the methods listed below. If you are using the U.S. Postal service, your envelope with your completed application must be postmarked no later than September 30, 2020.* COVID-19 Distribution applications postmarked after this day will not be honored.

Email: SRP@crccbenefits.org
Fax: 312-337-3779

Completed COVID-19 Distribution applications must be received by the Retirement Benefits Department by one of the methods listed below. If you are using the U.S. Postal service, your envelope with your completed application must be postmarked no later than September 30, 2020.* COVID-19 Distribution applications postmarked after this day will not be honored.

U.S. Mail: Chicago Regional Council of Carpenters
Supplemental Retirement Fund
Attn: SRP Processing
12 East Erie Street
Chicago, IL 60611

* “Postmark” deadline for emails and faxes is receipt by the Fund Office no later than 11:59 p.m. CDT on September 30, 2020

This temporary COVID-19 distribution option is also subject to preferential tax treatment. The distribution will not be subject to the 10% federal early withdrawal penalty assessed for distributions received by participants prior to attaining age 59-1/2. Additionally, rather than being taxed at the time you receive the distribution, your distribution will be included in your gross income for federal tax purposes over a three-year period, unless you elect otherwise. For example, if you receive a distribution of $15,000, you will be treated as having received $5,000 per year for three years. 10% of your distribution will be withheld for payment of federal taxes unless you elect otherwise on your COVID-19 Distribution application.

You are also permitted to repay your distribution to the Plan in whole or in part within three years of the receipt of your distribution. However, you are not obligated to repay any portion of your distribution.

If you have any questions regarding this announcement, please contact the Retirement Benefits Department at (312) 787-9455, phone option #4, during the hours of 8:00 a.m. - 4:30 p.m., Monday through Friday.

If you do not have a copy of the current SPD, you can find one at our website at crccbenefits.org. On the left side navigation bar, under “Supplemental Retirement Fund,” select “Forms.” You can save an electronic copy for your records. You may also request a hard copy by contacting the Retirement Benefits Department.

Sincerely,

The Board of Trustees

SUMMARY OF MATERIAL MODIFICATIONS
July 2020
EIN: 80-0636673 Plan No. 001

This Summary of Material Modifications ("SMM") explains an important change to the Plan as described above. This SMM cannot modify the terms of the formal Plan document. If there are inconsistencies between this SMM and the Plan document, the formal Plan document will control.