

West Virginia Higher Education Policy Commission 401(a)
Defined Contribution Retirement Plan



VENDOR FORM

HUMAN RESOURCES

This form is to be completed by new employees after they have reviewed information about the retirement program available through West Virginia public higher education. The completed form should be submitted to Human Resource Services, Marshall University, 207 Old Main, One John Marshall Drive, Huntington, West Virginia 25755.

Name:	
Social Security number:	
Date of Birth:	
Date Employment Begins/Began:	

401(a) VENDOR	
	TIAA
Effective date:	

***NOTE** – An enrollment and participant-directed investment form for the vendor must be completed and forwarded to the vendor prior to any payroll deduction. The submission of the Vendor Selection Form replaces any prior vendor selection made by the participant.

Signature:	
Date:	

INTERNAL USE ONLY	
Accepted on behalf of employer by:	
Title:	
Date:	
FOR PAYROLL PURPOSES	
401(a) Vendor Code	
	TIAA (309)
Effective date of employment:	