

Rabbis and Cantors Retirement Plan Adoption Agreement
Revised May 2021

The Rabbis and Cantors Retirement Board (the “Board”) sponsors the Rabbis and Cantors Retirement Plan (the “Plan”). The Plan is a “church plan” as described in section 414(e) of the Internal Revenue Code (the “Code”) and a “church retirement income account plan” as described in section 403(b)(9) of the Code. The undersigned employer (the “Adopting Employer”), by executing this Adoption Agreement, hereby adopts the Plan to provide retirement benefits for its employees, and agrees to be subject to the terms, provisions, and conditions of the Plan, as it may be amended from time to time.

A. I am completing this adoption agreement as (check appropriate box):

If the Rabbi or Cantor participating in the Plan works for a synagogue, then this section of the form should be completed by a representative of the synagogue:

1. A representative of a synagogue that is a 501c3 tax-exempt organization.

Name of Synagogue: _____

If the Rabbi or Cantor participating in the Plan is self-employed, then this section of the form should be completed by the Rabbi or Cantor:

2. A duly ordained, commissioned, or licensed Rabbi or Cantor in the exercise of his/her ministry, regardless of the source of his/her compensation, in accordance with IRS code 414(e)(5)(B)(i), for whom a synagogue or a convention or association of synagogues which is exempt from tax under section 501 shall be deemed the employer of such individual, in accordance with IRS code 414(e)(3)(C).

Name of Rabbi or Cantor: _____

If the Rabbi or Cantor participating in the Plan is employed by an organization that is not a synagogue (for example, their employer is a hospital where they work as a chaplain or a non-profit that is not a synagogue), then this section of the form should be completed by the Rabbi or Cantor:

3. A duly ordained, commissioned, or licensed Rabbi or Cantor if, in connection with the exercise of their ministry, the minister is employed by an organization other than an organization which is a section 501(c)(3) organization associated with a synagogue or convention or association of synagogues by reason of sharing common religious bonds and convictions with the synagogue or convention or association of synagogues in accordance with IRS code 414(e)(3)(B)(ii) (for example, a chaplain), for whom a synagogue or a convention or association of synagogues which is exempt from tax under section 501 shall be deemed the employer of such individual in accordance with IRS code 414(e)(3)(C).

Name of Rabbi or Cantor: _____

B. Basic Information

Person completing agreement: _____

Title: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone number: _____

E-mail: _____

C. Effective Date

The effective date of the adoption agreement is the date received, unless indicated herein by the Adopting Employer (_____).

D. Remittance of Contributions

The Adopting Employer agrees to remit contributions to the Board as soon as practicable but in no event later than 15 business days following the month in which contributions are withheld from an employee's salary. If the Adopting Employer is delinquent in remitting contributions, it will be the sole responsibility of the Adopting Employer to remit the delinquent contributions. The Adopting Employer understands it must remit contributions within the required time periods prescribed by law, even if no invoice or reminder notice is provided by the Board.

E. Information Sharing

The Adopting Employer is required to provide certain personnel information to the Board upon an employee's termination of employment, retirement, death or disability. The Board may request other information from the Adopting Employer at any time and for any reason to properly administer the Plan. The Adopting Employer agrees to cooperate with any information requests.

F. Parsonage Designation

The Adopting Employer requests that the Board designates retirement plan distributions as parsonage on their behalf for participants in the Plan.

G: Authorization and Signature

The Adopting Employer agrees on this date to the provisions of the Plan.

Signature: _____

Name: _____

Title: _____

The adoption agreement is accepted by the Rabbis and Cantors Retirement Board.

Signature: _____

Name: _____

Title: _____