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):

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 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:

2. _____ 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 of 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 re 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: ______________________________________________________________________