

Rabbis and Cantors Retirement Plan (RCRP)

Procedure for Designation of Retirement Fund Distributions as
Parsonage (Housing Allowance)

Each participant intending to claim any amount of retirement fund distributions as a parsonage allowance in any calendar year must complete the Parsonage Designation Request Form below. The RCRP board approves the designations for each participant, includes each participant's name and designated amount in minutes of the meeting, and sends written notice of approval to the participants.

Parsonage Designation Request Form

I am a participant in the Rabbis and Cantors Requirement Plan.

For calendar year 20____, I request that the Board of Directors of the RCRP designate the following amount of my retirement fund distributions as parsonage allowance: \$_____.

I understand that the housing allowance claimed on my tax return, within the meaning of Section 107 of the Internal Revenue Code, is not to exceed the lesser of (a) the actual annual amount spent to provide a principal residence of the participant, including as applicable rental payments, mortgage payments (principal plus interest), property taxes, electricity, water, heat, routine maintenance including lawn and grounds care, and repairs, (b) the annual fair rental value of a principal residence (no matter whether owned or rented by the participant) furnished, including utilities, or (c) the amount designated.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Signature: _____

Date: _____