

Enrollment form OLD DOMINION UNIVERSITY RESEARCH FOUNDATION TAX-SHELTERED

RETIREMENT PLAN

Contract/Plan ID Number: 615916

CTD01321

Principal Life Insurance Company Des Moines, IA 50306-9394

My personal inform	ation (please pr	int with	black ink)			
Name Last First MI			Phone number		Email address	
		MI	Home	- Mobile		
Address						
Street	City		State	Zip	Country	
Social Security number	Date of birth		Gender		Marital status	
	//		Male	Female	Single Married	
Expected retirement age Original date of employme		employmen	be us Finar		E: The email address you submit will ed for services provided by Principal ncial Group [®] , unless otherwise elected.	
If you were rehired, Da complete these dates:	ate of termination	Date	e of rehire	For	will not provide your email to third parties. more information, see your privacy policy rincipal.com.	
Complete if you would like to consolidate	es! Help me roll over ret all Principal at 1-800-54 lease call or alance is \$	7-7754, Mon email me to	day - Friday, 7a.ı	m 9 p.m. C	Т.	
Complete all 3 Steps 1 My contribution		he retiremen	t savings plan, or	to make char	nges to your contribution percentage.	
Enroll me! (pick one) I elect to contribute	_% (0% to 100%) or \$	of m	y current and fu	ture pay per	pay period.	
I am already enrolled, but per pay period.	I want to change my co	ntribution to	% (0% to	100%) or \$	of my current and future pay	
I choose not to contribute	to the retirement plan	at this time.				

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My contributions

^ Elective deferral contributions are limited to the lesser of the plan or IRS Limit for the current calendar year.

2 My investment choices

Please elect One of the two choices by checking the box(es) and completing the applicable information for your choice.

(If you are already enrolled and want to make changes to how future contributions are directed, visit principal.com or call 1-800-547-7754.)

Choice A: Quick Option — Principal LifeTime Funds

I elect a Quick Option — Principal LifeTime Funds

I understand contributions will be directed to the plan's Qualified Default Investment Alternative; one of the Principal LifeTime Funds based on the plan's normal retirement date. I have read the plan's QDIA notice and enclosed investment information related to this investment. I do not want to make another investment election at this time, and this will be treated as my investment option direction.

Still need help? Log into your account at principal.com for more investment options available to you through your employers retirement plan.

(Please refer to the Investment Option Summary for more information.)

> If you've completed this section, move ahead to My signature!

3

¹ Principal LifeTime Funds are available as another way to use an asset allocation strategy that may be right for you. There are other investment options available under the retirement plan, and you should review them all. Reviewing all investment options can help you decide whether you wish to design your own mix of investment options. Please note that your contribution will be directed to the plan's QDIA - Principal LifeTime Funds based on a particular target date or retirement date. If you would rather choose your own mix of investment options, you may do so by completing the Build My Own Portfolio section of this form or visiting principal.com.

Choice B: Build my own portfolio

I elect the following investment options (enter percentages below.)

(Please refer to the Investment Option Summary for more information.)

Elective	Employer
deferral	

Short-Term Fixed Income

Fixed Income Guaranteed Option	70	
Fixed Income		
	0/	0/

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My investment choices

My investment choices	Elective deferral	Employer
Vanguard Total Bond Market Index Admiral Fund	9	%
Balanced/Asset Allocation		
Principal LifeTime Strategic Income Inst Fund	9	6%
Principal LifeTime 2010 Inst Fund	9	6%
Principal LifeTime 2015 Inst Fund	9	
Principal LifeTime 2020 Inst Fund	9	
Principal LifeTime 2025 Inst Fund	9	
Principal LifeTime 2030 Inst Fund		
Principal LifeTime 2035 Inst Fund		
Principal LifeTime 2040 Inst Fund		
Principal LifeTime 2045 Inst Fund	9	
Principal LifeTime 2050 Inst Fund Principal LifeTime 2055 Inst Fund		
Principal LifeTime 2000 Inst Fund		
Principal LifeTime 2065 Inst Fund	9	
SAM Balanced Inst Portfolio	9	
SAM Conservative Balanced Inst Portfolio	9	%
SAM Conservative Growth Inst Portfolio	9	
SAM Flexible Income Inst Portfolio	9	
SAM Strategic Growth Inst Portfolio	9	%%
Large U.S. Equity		
AQR Large Cap Defensive Style I Fund	9	
MFS Value R6 Fund	9	
LargeCap S&P 500 Index Inst Fund		
Vanguard US Growth Admiral Fund	9	%%
Small/Mid U.S. Equity		
MassMutual Select Mid Cap Growth R5 Fund	9	
MidCap S&P 400 Index Inst Fund		
SmallCap S&P 600 Index Inst Fund		
Vanguard Mid-Cap Value Index Admiral Fund		
Vanguard Real Estate Index Admiral Fund	9	
Vanguard Small Cap Growth Index Admiral Fund		
Vanguard Small Cap Value Index Admiral Fund	/	0
International Equity		
American Funds New Perspective R6 Fund	9	
American Funds SMALLCAP World R6 Fund		
DFA Emerging Markets Core Equity I Fund	9	
Invesco Oppenheimer International Growth R6 Fund	9	
Total of all lines:	100 9	100 %

Your investment election will be effective when it is received in the Corporate Center of Principal by the close of market. Forms received after the close of market will be processed on the next open market date. If no investment election is received, or contributions are received prior to your investment election, contributions will be directed according to the plan's default investment alternative(s): Principal LifeTime Fund based on your current age and the plan's normal retirement date.

Please log in to principal.com for more details.

> If you've completed this section, move ahead to My signature!

3 My signature

Please sign, then give this completed form to your benefits representative.

This agreement applies to amounts earned until changed by me in writing. I understand my plan sponsor may reduce my contributions only when required to meet certain plan limits. I will review all statements regularly and report any discrepancy to Principal immediately.

Signature	Date			
X		/	/	

Be sure you have completed all 3 steps 123



Return your completed form to your benefits representative.

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Important information

Insurance products and plan administrative services are provided through Principal Life Insurance Co., a member of the Principal Financial Group®, Des Moines, IA 50392. Certain investment options and contract riders may not be available in all states or U.S. commonwealths.

The subject matter in this communication is educational only and provided with the understanding that Principal® is not rendering legal, accounting, or tax advice. You should consult with appropriate counsel or other advisors on all matters pertaining to legal, tax, or accounting obligations and requirements.

This enrollment form content is current as of the production date noted below. If there are any discrepancies between this information and the legal plan document, the legal plan document will govern. If the production date is older than three months or has passed a quarter end, you should contact your plan sponsor or log in to principal.com for current retirement plan and investment option information including a prospectus if applicable. The member companies of the Principal Financial Group® prohibit the manipulation of this enrollment form content. If your plan sponsor elects to provide this enrollment form electronically, Principal® is not responsible for any unauthorized changes.

- A Sub-Advised Investment Options include Separate Accounts available through a group annuity contract with the Principal Life Insurance Company. Insurance products and plan administrative services, if applicable, are provided by Principal Life Insurance Company a member of the Principal Financial Group, Des Moines, IA 50392. See the fact sheet for the full name of the Separate Account. Certain investment options may not be available in all states or U.S. commonwealths. Principal Life Insurance Company reserves the right to defer payments or transfers from Principal Life Separate Accounts as described in the group annuity contracts providing access to the Separate Accounts or as required by applicable law. Such deferment will be based on factors that may include situations such as: unstable or disorderly financial markets; investment conditions which do not allow for orderly investment transactions; or investment, liquidity, and other risks inherent in real estate (such as those associated with general and local economic conditions). If you elect to allocate funds to a Separate Account, you may not be able to immediately withdraw them.
- 1 Principal LifeTime portfolios are available as another way to use an asset allocation strategy that may be right for you. There are other investment options available under the retirement plan, and you should review them all. Reviewing all investment options can help you decide whether you wish to design your own mix of investment options. Please note that your contribution will be directed to the Principal LifeTime portfolio based on a particular target date or retirement date. If you would rather choose your own mix of investment options, you may do so by completing the Build My Own Portfolio section of this form or visiting principal.com.

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Your plan sponsor has chosen to make available to you all of the investment options listed on this enrollment form.

Information in this enrollment form should not be construed as investment advice.

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Ben	eficia	irv to	orm

Timelpa	Des Moines, IA 50306-	9394	Contra	act/Pla	n ID Numbe	er:
				Loca	tion Numbe	er:
Retirement plan benefici	ary designation					CTD01304
You may designate your benefic			_			
Follow these steps to name you Select one of the beneficiary ch instructions and examples. 3) N Page 2. 5) Return the beneficiary Principal Financial Group, P.O. E	noices (Choice A, Choice B lame your beneficiary(ies) o y form to the Principal Fina	or Choice C). See Pa on Page 2. 4) Sign th ancial Group by fax	age 3 for more detailed ne form at the bottom of			
My personal inforr	<mark>mation</mark> (please բ	orint with bl	.ack ink)			
Name		Р	hone number	S	ocial Securit	y number
Last	First					
Address			E	mail add	dress	
Street	City	State	Zip			
Choice A: Single part I am not married and de I understand if I marry, t Choice B: Married wit I am married and design Choice C: Married wit [Spouse's signature require I am married and designate provisions. Note: If you are n below. The signature must b again consent to this in writ Notice to spouse: In signing	esignate the individual(stribing as sole bereate my spouse named of the spouse named of the spouse named of the spouse named of the individual(s) named anarried and do not named e witnessed by a plan reging at the start of the properties of the p	named on Page one year after my neficiary (spouse on Page 2 of this ferreretirement Survivor don Page 2 of this e your spouse as terresentative or nolan year in which	2 of this form to recei marriage (some plans 's signature is not requ form to receive all dea iciary or Annuity (QPSA) conse s form to receive deat the sole primary bene- otary public. If you are you reach age 35 for	s specify uired) th benefing at the each beneficiary, younger this desi	a shorter perion of this form. Its in accordar our spouse muer than age 35, ignation to rer	lan/contract. ce with the plan st sign the consent your spouse must nain effect.
By checking this box, I without my consent.	agree only to the benef	īciary designation	n on this form. My spo	ouse can	not change th	e beneficiary
Spouse's Signature (must be	e witnessed by a plan re	presentative or no	otary public)	ate		
X				/	/	_
The spouse appeared befor me and signed the consent o			D	ate		
/ /	X			/	/	
(Check if applicable) I ce spouse is located. Note: It must be established to	If your spouse cannot b	oe located, check t	this box and have it w	tnessed	by the plan re	•
I certify that spousal consen	t cannot be obtained be	cause the spouse	e cannot be located.			
Plan Representative Signat	ure			ate		

		Co	ntract/Plan ID Number	•
Naming my beneficiary(ie	es)			
sefore completing, please read the instr fou may name one or more primary and Trust, Testamentary Trust, or minor ch lated. Note: Unless otherwise provided eneficiaries, or to the survivor or surviv	d/or contingent beneficial ildren (custodian for min , if two or more beneficial	ries. If you need mor ors), please attach a	re space to name beneficiaries a separate list that you have sig	or name ned and
lame [primary beneficiary(ies)]	Date of birth	Relationship	Social Security number	Percent
ddress	City	State	ZIP	
ame [primary beneficiary(ies)]	Date of birth	Relationship	Social Security number	Percent
ddress	City	State	ZIP	
ddress	// City	State	Social Security number ZIP	
ame [contingent beneficiary(ies)]	Date of birth	Relationship	Social Security number	Percent
	//			
ddress	City	State 	ZIP 	
lame change				
hange my name from:	Change my	name to:	Date	
eason: Married Divorce-r	must attach divorce decre	ee Other-pr	ovide reason:	/
leason: Married Divorce-r	must attach divorce decre	ee Other-pr	ovide reason:	

Under the penalties of perjury, I certify by my signature that all of the information on this beneficiary designation form is true, current and complete.

My signature (required)

Date

/

Contract/Plan ID Nui	mber:
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Instructions

Read carefully before completing this form. To be sure death benefits are paid as you wish, follow these guidelines:

Use Choice A If you are not married.

Use Choice B If you are married and want all death benefits from the plan paid to your spouse. Your spouse does not

have to sign the form.

Use Choice C If you are married and want death benefits paid to someone other than your spouse, in addition to your

 $spouse, or \ to \ a \ trust \ or \ estate. \ Your \ spouse \ must \ sign \ the \ spouse's \ consent \ on \ this \ form. \ This \ sign \ ature$

must be witnessed by a plan representative or notary public.

You may name one or more contingent beneficiaries. If you need more space to name beneficiaries or name a Trust, Testamentary Trust, or minor children (custodian for minors), please attach a separate list that you have signed and dated.

Be sure you sign and date the form. Keep a copy of this form for your records. If you do not date the form, the designation will become effective the day it's received by your plan sponsor or Principal Life Insurance Company depending upon plan provisions.

If your marital status changes, review your beneficiary designation to be sure it meets these requirements. If your name changes, complete the Name Change section of this form.

Examples of naming beneficiaries

Be sure to use given names such as "Mary M. Doe," not "Mrs. John Doe," and include the address and relationship of the beneficiary or beneficiaries to the participant. If you need more space to name beneficiaries or name a Trust, Testamentary Trust, or minor children (custodian for minors), please attach a separate list that you have signed and dated. The following examples may be helpful to you.

	Name	Relationship	Social Security number	Address	Amount/percent	
One primary beneficiary	Mary M. Doe	Sister	###-##-####	XXXXXXXXXX	100%	
Two primary beneficiaries	Jane J. Doe John J. Doe	Mother Father	###-##-### ###-##-####	XXXXXXXXXXX	50% 50%	
	or to the survivor	rather	<i>*************************************</i>		3070	
One primary beneficiary and one contingent	Jane J. Doe if living; otherwise	Spouse	###-##-####	XXXXXXXXXX	100%	
	to John J. Doe	Son	###-##-###	XXXXXXXXXX	100%	
Estate	My Estate				100%	
Trust	ABC Bank and Trust Co.		sor in trust under (trust name) of trust agreement)	xxxxxxxxxx	100%	
Testamentary trust (Trust established within the participant's will)	John J. Doe/Trust crea	ated by the Last Will ar	nd ABC Bank Testament	XXXXXXXXXX	100%	
Children and	John J. Doe	Son		XXXXXXXXXX	33%	
grandchildren	Jane J. Doe	Daughter		XXXXXXXXXX	33%	
(if beneficiary is a minor,	William J. Doe	Son		XXXXXXXXXX	33%	
use sample wording shown below)	If any of my children predecease me, the surviving children of any such child shall receive in the share their parent would have received, if living. If no child of a deceased child survives, the share of that child of mine shall go to the survivor or survivors of my children, equally.					
Minor children	John I Doo son and	ano I Doo daughtor o	qually or to the survivor However	if any proceeds become	navable to the	

Minor children

(custodian for minor)

John J. Doe, son, and Jane J. Doe, daughter, equally, or to the survivor. However, if any proceeds become payable to the beneficiary who is a minor as defined by the Iowa Uniform Transfers to Minors Act (UTMA), such proceeds shall be paid to Frank Doe as custodian for John Doe under the Iowa UTMA.

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Qualified Preretirement Survivor Annuity (QPSA) notice

If your spouse has a vested account in a retirement plan, federal law requires that you receive a special death benefit if your spouse dies before beginning to receive retirement benefits (or, if earlier, before the beginning of the period for which the retirement benefits are paid).

If you have been married to your spouse for at least one year (some plans may specify a shorter time period), you have the right to receive this payment for your life beginning after your spouse dies. The special death benefit is often called a qualified preretirement survivor annuity (QPSA). This death benefit will automatically be paid in a lump sum rather than as a QPSA if the value of the death benefit is \$5.000* or less.

If the lump-sum value of the death benefit is greater than \$5,000, the death benefit will be paid in the form of a QPSA. Other options may be available. The actual amount of the QPSA benefit will vary depending on the vested account balance, your age and the cost to purchase the benefit.

Your right to the QPSA benefit provided by federal law cannot be taken away, unless you agree to give up that benefit. If you agree, your spouse can choose to have all or part of the death benefit paid to someone else. The person your spouse chooses to receive the death benefit is usually called the beneficiary. As an example, if you agree, your spouse can have the death benefit paid to his or her children instead of you.

Example: Pat and Robin Doe agree that Robin will not receive the QPSA benefit. Pat and Robin also decide that half of the death benefit that is paid from Pat's vested account will be paid to Robin, and half of the death benefit will be paid to Pat and Robin's child, Chris. The total death benefit is \$200 per month. After Pat dies, the plan will pay \$100 per month to Robin for the rest of Robin's life. Chris will also receive payments from the plan as long as he lives. Chris will receive less than \$100 per month because Chris, being younger than Robin, is expected to receive payments over a longer period.

Your choice to give up the QPSA benefit must be voluntary. It is your personal decision if you want to give up the right. If you sign this agreement, your spouse can choose the beneficiary who will receive the death benefit without telling you and without getting your agreement. Your spouse can change the beneficiary at any time before he or she begins receiving benefits or dies. You have the right to agree to allow your spouse to select only a particular beneficiary. If you want to allow your

spouse to select only a particular beneficiary, check the box in Choice C under the My Beneficiary Choices section, which will limit the beneficiary choice to the one designated on this form.

You can agree to give up all or part of the QPSA benefit. If you do so, the plan will pay you the part of the benefit you did not give up, and pay the remaining part of the benefit to the person or persons selected by your spouse.

You can change your mind with respect to giving up your right to the QPSA benefit until the date your spouse dies. After that date, you cannot change this agreement. If you change your mind, you must notify the plan administrator in writing that you want to revoke the consent you give on this form.

You may lose your right to the QPSA benefit if your spouse and you become legally separated or divorced even if you do not sign this agreement. However, if you become legally separated or divorced, you might be able to get a special court order called a qualified domestic relations order (QDRO) that specifically protects your rights to receive the QPSA benefit or that gives you other benefits under this plan. If you are thinking about separating or getting a divorce, you should get legal advice on your rights to benefits from the plan.

QPSA spousal consent and agreement

I understand that I have a right to a QPSA benefit from my spouse's retirement account (see prior section for explanation of QPSA benefit) if my spouse dies prior to receiving retirement benefits—or if earlier, before the beginning of the period for which the retirement benefits are paid. I also understand that if the value of the QPSA benefit is \$5,000* or less, the plan will pay the benefit to me in one lump-sum payment.

I agree to give up my right to the QPSA death benefit and to allow my spouse to choose another beneficiary to receive some or all of that benefit. I understand that by signing this agreement, my spouse can choose any beneficiary without telling me and without my consent agreement, unless I limit my spouse's choice to the particular beneficiary by checking the appropriate box in the My Beneficiary Choices section of this form. If I do not check this box, I understand that my spouse can change the beneficiary at any time before retirement benefits begin without telling me and without getting my approval.

I understand I do not have to sign this agreement. I am signing this agreement voluntarily. If I do not sign this agreement, I will receive the QPSA benefit if my spouse dies before beginning to receive retirement benefits—or, if earlier, before the beginning of the period for which the retirement benefits are paid. I understand that if the value of the QPSA benefit is \$5,000* or less, the plan will pay the benefit to me in one lump-sum payment.

^{*} Your plan can specify a lower dollar amount.

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Important information for spouse

If your spouse has a vested account in a retirement plan, Federal law requires that you will receive the vested account after your spouse dies.

Your right to your spouse's death benefit provided by federal law cannot be taken away unless you agree. If you agree, your spouse can elect to have all or part of the death benefit paid to someone else. Each person your spouse chooses to receive part of the death benefit is called a "beneficiary." For example, if you agree, your spouse can have the death benefit paid to his or her children instead of you.

Your choice must be voluntary. It is your personal decision whether you want to give up your right to your spouse's death benefit. If you do not agree to give up your right to your spouse's death benefit, you should not sign this agreement and you will receive the death benefit after your spouse dies. If you sign this agreement, your spouse can choose the beneficiary who will receive the death benefit without telling you and without getting your agreement. Your spouse can change the beneficiary at any time before the account is paid out. You have the right to agree to allow your spouse to select only a particular beneficiary. If you want to allow your spouse to select only a particular beneficiary, check the box in Choice C under My Beneficiary Choices section, which will limit the beneficiary choice to the one designated on this form.

You can change your mind with respect to giving up your right to the death benefit until the date your spouse dies. After that date, you cannot change this agreement. If you change your mind, you must notify the plan administrator in writing that you want to revoke the consent you give on this form.

Legal separation or divorce may end your right to the death benefit even if you do not sign this agreement. However, if you become legally separated or divorced, you might be able to get a special court order called a qualified domestic relations order (QDRO) that specifically protects your rights to the death benefit. If you are thinking about separating or getting a divorce, you should get legal advice on your rights to benefits from the plan.

Spousal agreement and consent

I understand I have a right to all of my spouse's death benefits after my spouse dies. I agree to give up my right to all or a portion of the death benefits and have all or a portion of them paid to someone else as beneficiary. I understand that by signing this agreement, my spouse can choose the beneficiary of the death benefits without telling me and without getting my agreement. I understand that by signing this agreement, my spouse can change the beneficiary of the death benefits unless I limit my spouse's choice to the particular beneficiary by checking the appropriate box on the My Beneficiary Choices section. I understand that by signing this agreement, I may receive less money than I would have received if I had not signed the agreement, and I may receive nothing from the plan after my spouse dies. I understand that I do not have to sign this agreement. I am signing this agreement voluntarily. I understand that if I do not sign this agreement, then I will receive the death benefit after my spouse dies.

Insurance products and plan administrative services are provided by Principal Life Insurance Company, a member of the Principal Financial Group® (Principal®), Des Moines, IA 50392.