

**SEWANHAKA CENTRAL HIGH SCHOOL DISTRICT  
SALARY ELECTION FORM FOR IRS PURPOSES**

**ELECTION TO RECEIVE SCHOOL DISTRICT COMPENSATION OVER  
26 INSTALLMENTS RATHER THAN 22 INSTALLMENTS  
FOR COMPLIANCE WITH U.S. TREASURY REGULATION SECTION 1.409A-2(a)(14)**  
(This election shall only be applicable to school years that begin in 2009 and beyond.)

**Explanation:** The below election is intended to meet the requirements of U.S. Treasury Regulation Section 1.409A-2(a)(14). If a school employee wishes to receive his/her salary over 26 installments with a lump sum payment in June versus the 22 installment option this election form must be completed. The election must be made before the beginning of the school year to which it applies.

**ELECTION:**

I \_\_\_\_\_ (print name), elect to receive my school year compensation on an annualized basis over 26 installments with a lump sum payment in June instead of 22 installments from September to June. I understand that my compensation will be paid ratably, over 26 installments starting with the beginning of the school year.

My election is made and effective this \_\_\_\_\_ day of \_\_\_\_\_, (month) \_\_\_\_\_ (year). **This date must be earlier than the first day of the school year for which the school employee is paid (which may be before the first day students arrive for class).**

I understand that my election is irrevocable **once** the school year begins. It may be changed after the entire school year is over. However, I further understand that my election will remain in place until I elect to change it. If I want to change my election and begin to receive my compensation over 22 installments, I must notify the school district, in writing, that I wish to begin receiving my salary in 22 installments prior to the beginning of the school year to which the change applies.

\_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_