



Domestic Relations Orders for the North Carolina Supplemental Retirement Plans

The Supplemental Retirement Income Plan of North Carolina (NC 401(k) Plan) and the North Carolina Public Employee Deferred Compensation Plan (NC 457 Plan) are supplemental, defined contribution plans that are sponsored by the State of North Carolina and are administered by the North Carolina Department of State Treasurer and the North Carolina Supplemental Retirement Board of Trustees (Board). Prudential Retirement has been hired by the Department and the Board to serve as the third-party administrator for the NC 401(k) and NC 457 Plans.

Review of Domestic Relations Orders

A domestic relations order (DRO) is a court order that divides the account of a retirement plan participant – such as a participant in the NC 401(k) or NC 457 Plan – between the participant and an alternate payee (e.g., a former spouse) pursuant to applicable law.

The Department will review a DRO that has been entered by a court to determine whether it can be administered by the NC 401(k) or NC 457 Plan. The Department also will review draft DROs prior to entry by a court to determine whether the DRO could be administered by the NC 401(k) or NC 457 Plan if it were entered by a court.

The Department's response to a draft or entered domestic relations order will be sent to the person who submitted the DRO with a copy to the participant (unless the participant or participant's attorney submitted the DRO). The alternate payee or the alternate payee's attorney also may be copied.

Authorization to Review Draft Domestic Relations Orders

The request to review a draft DRO must be accompanied by one of the following:

1. A signed and notarized consent from the plan participant (see attachment); or
2. A subpoena issued to the Department regarding the participant's account information for the NC 401(k) Plan and/or NC 457 Plan.

Model DROS

Model DRO templates for the NC 401(k) and NC 457 Plans are available on the Department's website at www.myncretirement.com/retirees/payments/dro.

How to Submit Documents

DROs, participant consents, and copies of subpoenas should be submitted to Prudential Retirement by fax or mail to the following:

Fax: (866) 439-8602

Mail: Prudential Retirement
Attention: NC 401(k) Plan/NC 457 Plan
P.O. Box 5340
Scranton, PA 18505



North Carolina
Total Retirement Plans



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STATE TREASURER OF NORTH CAROLINA
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Originals of subpoenas should be submitted to the Department at:

NC Department of State Treasurer
Attn: General Counsel
3200 Atlantic Avenue
Raleigh, NC 27604

Other Orders

Equitable distribution orders and divorce judgments should not be submitted to Prudential Retirement – either with a domestic relations order or as a substitute for a domestic relations order.

NC 403(b) Program

The Department does not review DROs for the NC 403(b) Program; instead, a DRO should be submitted according to the procedures of the school district or community college that sponsors the 403(b) plan that is part of the NC 403(b) Program.

No Advice

The Department does not provide legal or tax advice on domestic relations orders, and no communication or information from the Department should be construed as advice.

North Carolina Retirement Systems (Pensions)

DROs for the TSERS, LGERS, and the other defined benefit pension plans administered by the Department are separate from the DROs for the NC 401(k) and NC 457 Plans and should not be submitted to Prudential retirement. For additional information, please see the Department's website at www.myncretirement.com/retirees/payments/dro.



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AFFIDAVIT

State of North Carolina

County of _____

_____ (name of affiant), appearing before the undersigned notary public and being duly sworn, states the following:

To the best of my knowledge, I am a participant in the Supplemental Retirement Income Plan of North Carolina (NC 401(k) Plan) or the North Carolina Public Employee Deferred Compensation Plan (NC 457 Plan).

I understand that a draft domestic relations order regarding my account, or purported account, in the NC 401(k) or NC 457 Plan has or will be submitted to the North Carolina Department of State Treasurer and/or Prudential Retirement, the third-party administrator for the NC 401(k) and NC 457 Plans.

I also understand that the Department will review the draft domestic relations order to determine whether it could be administered by the NC 401(k) or NC 457 Plan if the domestic relations order were entered by a court.

I understand that this review will include (without limitation) a determination of whether I have an account in the plan, my account and loan balances on one or more dates, and whether there are or were sufficient funds in my account to calculate and satisfy the award to the alternate payee (non-participant ex-spouse) in the draft domestic relations order.

I consent to the communication of the results of the review of the draft domestic relations order, including (without limitation) the information in the previous sentence, to the following people:

1. The alternate payee (non-participant ex-spouse);
2. The attorney for the alternate payee (non-participant ex-spouse);
3. The person who submitted the draft domestic relations order to the Department or Prudential; and
4. Any employee, representative, or agent of the people in Nos. 1-3.

Signature of affiant: _____

Sworn to (or affirmed) and subscribed to me this _____ day of _____, 20____.

Printed name of notary public: _____

Signature of notary public: _____

My commission expires: _____

(Notary Seal)