

ARCHDIOCESE OF CHICAGO



**IRS Section 409 (A) Payroll Election Form for
Exempt School Employees Working the Academic Year**

Academic year for which this election is made: _____

Employee: _____

Job Title: _____

For the academic year indicated, I elect the following:

____ I wish to receive my full pay by the end of my contract year. I will receive my full pay in 22 pay periods. The first paycheck will be issued on _____; the last paycheck will be issued on _____.

____ I wish to defer a portion of my pay from each pay period during the contract year, so as to receive equal bi-weekly payments over a 12-month period. I will receive my full pay in 26 pay periods. The first paycheck will be issued on _____; the last paycheck will be issued on _____.

Employee Signature

Date