



## PARTICIPATING EMPLOYER AGREEMENT

\_\_\_\_\_ (“Participating Employer”)  
under the 403(b)(9) Retirement Plan with Mennonite Brethren Foundation (“Sponsoring Employer”).

1. **EFFECT OF THIS AGREEMENT.** By executing this Agreement the undersigned becomes a Participating Employer in the Plan. Furthermore, this Agreement sets forth the terms under which the Participating Employer may elect rules and procedures and the terms for participation in the Plan.
2. **TERMS AND CONDITIONS OF PARTICIPATION.** By becoming a Participating Employer in the Plan, the Participating Employer certifies that it acknowledges, understands and agrees to the following terms and conditions:
  - A. **Plan Document.** The current version of the Plan is the restated version adopted by Sponsoring Employer which is comprised of the Adoption Agreement, the Basic Plan Document and Trust Agreement, which are maintained by Sponsoring Employer, and the rules and procedures document(s) of the Participating Employers.
  - B. **Administrative Rules and Procedures.** The Plan documents encourage Participating Employers to adopt a number of well-documented administrative rules and procedures. The Participating Employer understands changes to rules and procedures are limited to eligibility, compensation, contributions, and other items specifically noted in the Plan as being governed by rules and procedures.
  - C. **Adoption Agreement Changes.** Sponsoring Employer has adopted the Plan and controls those features of the Adoption Agreement which are not controlled by the Participating Employer’s rules and procedures documents (see C above). If the Participating Employer decides to amend options in the Adoption Agreement that are different from what Sponsoring Employer has elected, the Participating Employer will need to enter into a separate plan to implement those options.
  - D. **Acceptance of Plan Administrator Delegation.** In accordance with the terms of the Plan, Sponsoring Employer has designated the Participating Employer as the Plan Administrator of the Participating Employer’s Plan. By becoming a Participating Employer in the Plan, the Participating Employer agrees to this delegation.
  - E. **Investment Funds.** The Participating Employer has reviewed information regarding the investment funds made available under the Plan for investment by Participants and Beneficiaries (the “Available Investment Funds”). By entering into this Agreement, the Participating Employer acknowledges and agrees that: (a) it has determined that the Available Investment Funds are suitable for its Plan and its Plan’s Participants and Beneficiaries; and (b) it is directing Sponsoring Employer to utilize the Available Investment Funds for investment by Participants and Beneficiaries.
  - F. **Requirements for Participation.** The Participating Employer will provide the Sponsoring Employer, GuideStone or their appointees with any information or documentation necessary or desirable for Plan administration or legal compliance of the Plan.
  - G. **Withdrawal from Participation.** The Participating Employer may withdraw from participation in the Plan at any time by giving written notice to the Sponsoring Employer. Any distribution or transfer of its account balances in the Plan, whether to its participants or to another retirement plan or to an IRA, will be net of its proportionate share of any Plan administrative, maintenance and investment management expenses that are properly chargeable to the Participating Employer or its participants’ accounts and are unpaid as of the withdrawal date.
3. **EXECUTION OF AGREEMENT.** The undersigned Participating Employer, by executing this Participating Employer Agreement, elects to become a Participating Employer in the Plan. The Participating Employer accepts, and agrees to be bound by, all of the elections made by Sponsoring Employer to the Adoption Agreement, except as otherwise provided in this Participating Employer Agreement. The Participating Employer also hereby consents to Sponsoring Employer’s sole authority to amend, to restate (including into the form of a volume submitter plan, as defined in Rev. Proc. 2013-22 and any subsequent updates), or to terminate the Plan or to terminate the Participating Employer’s participating in the Plan.

**PARTICIPATING EMPLOYER:**

Hereby agrees to the terms and duties as set forth in this Agreement

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

Title: \_\_\_\_\_

**SPONSORING EMPLOYER:**

Approves and accepts the Participating Employer as being eligible to be a Participating Employer for the purpose of this Plan.

By: Jon C. Wile Title: President & CEO