



Annuity Fund of Local No. One, I.A.T.S.E.

320 West 46th Street, 6th Floor • New York, NY 10036 • Tel (212)247-5225 • Fax (212)247-5227 • www.fundoneiatse.com

April 15, 2020

Dear Annuity Fund Participant:

According to our records, you currently have one or more active loans from your MassMutual account. Participants affected by the coronavirus pandemic who meet one or more of the criteria listed on the attached application have the option to suspend their loans through December 2020, or an earlier date if you wish to resume your loan payments before January 2021.

Please note that when your loan payments resume, the amount of monthly payment will be adjusted to include the interest which accrued during the period of the suspension. However, your missed payments during the suspension will not be included in your new adjusted monthly payment, and instead your loan period will be extended by the period of your suspension.

If you wish to elect to suspend your loan(s), please fill out the attached application and return it to either the email address or the fax number at the top of the form. If at all possible, **please avoid using regular mail as this may delay the processing of your suspension request.**

Your election will become effective as soon as practicable after your application has been processed. Please note that loan payments already made or that are currently in process cannot be reversed. MassMutual begins processing loan payments more than a week before they are due, and once that process has started, they will be unable to stop your next payment and your suspension will start with the following month. **If you wish to have your suspension begin with the payment due on 5/03/20, please return your application by email or fax as soon as possible.** We will process your application as quickly as possible, but please understand that there are no guarantees as to when your suspension will actually begin.

Please note that the Loan Suspension Form assumes that you are electing to suspend ALL of your active loans. If you have multiple loans and wish to suspend some and not others, please send instructions in your cover email or note which specifies the specific loan numbers you wish to suspend. If you at any point wish to resume your loans prior to January 2021, please call MassMutual at 800-743-5274. If you have any questions about loan suspensions, please send them to FundOffice@FundOneIATSE.com.

Thank you!

The Fund Office



**Annuity Fund of
Local No. One, I.A.T.S.E.**
320 West 46th Street, 6th Floor
New York, NY 10036

**Please return your completed
application to the Fund Office by:**
Email: **FundOffice@fundoneiatse.com**
Fax: **212-247-5227**

APPLICATION FOR CORONAVIRUS-RELATED LOAN SUSPENSION

This program has been adopted by the Board of Trustees in accordance with the CARES Act to offer eligible participants the option to suspend the due date of Plan loan payments that are due on or before December 31, 2020, for up to one year.

The suspension will begin as soon as practicable after your application is approved and processed by MassMutual. Loan payments you have already made or which are already in process when your application is approved cannot be reversed. Upon resumption of your loan payments, the amount of your loan payment(s) will be adjusted to reflect the delay and any interest accruing during such delay. The loan repayment period will be extended by the period of the suspension. Absent for guidance, your payments will recommence in January 2021.

PARTICIPANT INFORMATION:

Participant Name _____ Date of Birth _____

Address _____

City _____ State _____ Zip _____

Email _____ Phone _____

PARTICIPANT CERTIFICATION:

By affixing my signature below, I hereby certify that one or more of the following is true:

- ❖ I have been diagnosed with the virus SARS–CoV–2 or with the coronavirus disease 2019 (COVID-19) by a test approved by the Centers for Disease Control and Prevention (CDC), or
- ❖ My spouse or dependent has been diagnosed with the virus SARS–CoV–2 or with the coronavirus disease 2019 (COVID-19) by a test approved by the Centers for Disease Control and Prevention (CDC), or
- ❖ I have experienced adverse financial consequences as a result of:
 - being quarantined,
 - being furloughed, or laid off or having work hours reduced due to the virus or disease,
 - being unable to work due to lack of child care due to such virus or disease,
 - closing or reduction of hours of a business owned or operated by me due to such virus or disease, or
 - other factors determined by the Secretary of Treasury.

I understand that the Fund Administrator is relying on the truth of this certification to determine that I satisfy the requirements to participate in this program.

I request that payments due on my Annuity Fund Loans be suspended through December 31, 2020 in accordance with the CARES Act.

Participant Signature

Date