

P.O. Box 17215
Baltimore, Maryland 21297-1215

4515 Painters Mill Road
Owings Mills, Maryland 21117-4903

**RE: 403(b) MCPS Tax Sheltered Savings Plan
Terminated Participant Name/Address Change Letter of Instruction**

Dear Participant:

In response to your request for a name or address change from the Plan, enclosed are the following items:

- Terminated Participant Name/Address Change Form
- Courtesy reply envelope (addressed to T. Rowe Price)

Please complete the form and return it to:

Regular Mail

T. Rowe Price Retirement Plan Services
Special Attn.: Forms Enclosed
P.O. Box 17215
Baltimore, Maryland 21297-1215

Overnight/Express Mail

T. Rowe Price Retirement Plan Services
Mail Code: 17215
4515 Painters Mill Road
Owings Mills, Maryland 21117-4903

Note: If it has been 12 months or less since your date of termination, any name/address changes should also be provided to Montgomery County Public Schools through the Employee and Retiree Service Center by calling 301-517-8100 or online at ERSC@mcpsmd.org.

If you have any questions, please contact T. Rowe Price at 1-800-922-9945. Representatives are available Monday through Friday between 7 a.m. and 10 p.m. eastern time. For TDD access, call 1-800-521-0325. You may also access your account by visiting the T. Rowe Price *my*RetirementPlan Web site at rps.troweprice.com, available 24 hours a day.

Sincerely,

T. Rowe Price Retirement Plan Services



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**403(b) MCPS Tax Sheltered Savings Plan
Terminated Participant Name/Address Change Form**

Current Participant Information
(Please print clearly)

Name _____
Social Security Number

Daytime Phone Number _____
Evening Phone Number _____
Date of Birth

Previous Address

Street Address

City, State, ZIP Code

New Name

Name

New Address

Street Address

City, State, ZIP Code

New Telephone Number

Daytime Phone Number _____
Evening Phone Number

Participant Signature

Date _____
Participant's Signature

Return Form

Please return this completed form to:

Regular Mail
T. Rowe Price Retirement Plan Services
Special Attn.: Forms Enclosed
P.O. Box 17215
Baltimore, Maryland 21297-1215

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