

Western States Office and Professional Employees Pension Fund

May 2009

RE: Important Changes to the Administration of Your Retirement Plan

Dear Retiree or Beneficiary:

The Board of Trustees of the Western States Office and Professional Employees Pension Fund has selected A&I Benefit Plan Administrators, Inc. as the Pension Fund's new administrator, **beginning June 1, 2009.**

A&I will be responsible for ensuring that the Fund continues to function smoothly and that you, the retiree or beneficiary, are provided with the highest level of support and service. A dedicated customer service team will be available for all your questions.

There will NOT be any changes in your benefits; however, there will be a change in who will issue your monthly pension payment and who to call for assistance.

A&I will assist you with:

- Any questions & address changes
- Reporting if you return to work
- Direct deposit setup or changes
- Beneficiary designation forms

Your July monthly benefit payment will be the first one processed by A&I. The gross amount of your payment will not change.

- Pension checks will normally be mailed on the last business day of the month.
- Participants receiving their pension via direct deposit will have their checks deposited **on the first business day of the month.** (e.g. in July, on July 1, 2009). *If you are currently on direct deposit, your bank information will be transferred to A&I, and you do not need to do anything further*
- If you wish to initiate direct deposit of your monthly pension, contact A&I or access the website at <http://wsp.aibpa.com> to obtain the form.

Below is a picture of a sample pension check processed by A&I beginning with your July 2009 monthly benefit. If you are receiving your pension via direct deposit, you will receive a voucher, like the picture below, for the July 2009 monthly benefit only.

| | | | | |
|--|----------------|---|---------------|--------------|
| CO: FILE: DEPT: CLOCK: VCHR: NO: 000 EBY: 001230: 0000131036: 3 | | Earnings Statement  | | |
| 1220 SW MORRISON, SUITE 300 PORTLAND, OREGON 97205 | | Period Beginning: 04/01/2009 Period Ending: 04/30/2009 Pay Date: 04/01/2009 | | |
| Taxable Marital Status: Single Exemptions/Allowances: Federal: 0 Tax Blooded: WA: No State Income Tax | | 00000001036 | | |
| Social Security Number: XXXXX-4449 | | | | |
| Earnings | rate | hours | this period | year to date |
| | | | 1,225.92 | 4,903.68 |
| Gross Pay | | | \$1,225.92 | 4,903.68 |
| Deductions | Other | | | |
| | Checking | | -1,225.92 | |
| | Net Pay | | \$0.00 | |
| Your federal taxable wages this period are \$1,225.92 | | | | |

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COPY

COPY

VOID AFTER 90 DAYS

1220 SW MORRISON, SUITE 300
PORTLAND, OREGON 97205

Deposited to the account of _____ amount \$1,225.92

Account number: 1250 0854

transit ABA

Advice number: 00000131036
Pay date: 04/01/2009

THIS IS NOT A CHECK

NON-NEGOTIABLE

USbank

Starting June 1, 2009, you should begin contacting A&I. (See Q&A on next page for contact information). **Until then, please continue to contact Marana Benefit Administration, the current administrator, at 925-294-8891 or 800-498-6080** with any questions related to your Plan. Anything mailed to the Trust Office **after May 15th** should be mailed directly to A&I.

ANSWERS TO FREQUENTLY ASKED QUESTIONS

Administered by A&I Benefit Plan Administrators, Inc.
 1220 SW Morrison St. Suite 300, Portland OR 97205-2222
 (503) 222-7694 (800) 413-4928 Fax (503) 228-0149
<http://wsp.aibpa.com>

Q: Why is there a change in Administrative Offices?

A: The current administrator is closing its doors necessitating a change. For this reason, the Board conducted an extensive search for a new Plan administrator and is pleased to announce that A&I Benefit Plan Administrators (A&I) was selected effective June 1, 2009.

Q: Will my benefit amount change?

A: No, the amount of your pension benefit should not change.

Q: When will I receive my pension benefit payment?

A: If you receive your benefit payment by check, your payment will be mailed on the last business day of each month. If your benefit payment is set up as a direct deposit, your payment will be automatically credited to your account on the first business day of each month. (For July, this will be July 1st).

Q: My benefit payment is currently mailed to me by check; how can I change it to a direct deposit?

A: You can contact A&I to request the form or log on to our website at <http://wsp.aibpa.com>.

Q: Starting June 1, who should I contact if I have questions about my Plan?

A: You should contact A&I Benefit Plan Administrators with any questions you may have.

| | |
|-------------------|---|
| Telephone Number: | 503-222-7694 |
| Toll Free: | 800-413-4928 |
| Web Address: | http://wsp.aibpa.com |
| E-Mail Address: | wsope@aibpa.com |
| Address: | 1220 SW Morrison St, Suite 300 Portland, OR 97205 |

Please note: the phone numbers above will NOT be active until May 18!

We appreciate your patience through this transition.

Sincerely,

A & I Benefit Administrators, Inc.

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