



State of Tennessee
 Treasury Department
 College Savings 529 Program

P.O. Box 198801
 Nashville, TN 37219
 615-741-1502 (local)
 1-855-386-7827 (toll-free)
 615-401-6816 (fax)
 E-mail: TN.STARS@tn.gov
 Website: www.tnstars.com



State Employee Payroll Deduction Form

Instructions

Complete this form to establish, change or delete payroll deduction instructions on your existing TN Stars College Savings 529 Program account(s). If you do not have an account, attach a completed application (one per beneficiary) or open an account online at www.tnstars.com.

Print clearly in all **CAPITAL LETTERS** using blue or black ink. Please color in circles completely. Once completed, retain a copy for your records. Send this form directly to the TN Stars College Savings 529 Program.

1. Employee / Department Information

Employee's Name *(first, middle initial, last)*

Employee's Social Security Number

Department Name

Department's EIN

Department Contact

Department's Phone Number

2. Payroll Deduction Information

- Establish a New Payroll Deduction
- Cancel Existing Deduction
- Change Allocation Percentage
- Change Deduction Amount

\$_____ Indicate the amount to be deducted from your paycheck each pay period. The minimum investment is \$25 per deduction per investment option. This amount will be invested according to your Elected Investment Allocation on file at the time the assets are received. If you are establishing a new account, the assets will be invested according to your instructions on the Account Application.

Account Number	Beneficiary's Name	Percentage of Deduction to be Allocated to Each Account (full % only)
Total		100.00%

3. Authorized Signature

Please sign exactly as your name appears on your plan account.

Employee's Signature

Date