



DATE: November 1, 2006

TO: ALL SCHOOL DISTRICTS

**FROM: FIRST FINANCIAL ADMINISTRATORS
403(b) ADMINISTRATION DEPARTMENT**

As your 403(b)/403(b)(7) third party administrator, we have prepared an information packet for your district's plan. This information should be made available to all employees. Please reproduce and distribute a packet to every campus/facility in your district and ask each location to display the packet in the office or employees' lounge.

Each packet contains:

- 1) Generic product information, Questions & Answers on Tax Deferred Annuities for 403(b) & 403(b)(7);
- 2) List of 403(b)/403(b)(7) Companies Certified by The Teacher Retirement System of Texas; and
- 3) List of agents, along with telephone numbers and companies/funds whose products they market.

We appreciate your help in distributing this material. Should you have any questions, please call our office and ask for your Annuity Specialist.