Supplemental 404(c) Employee Information Sheet
Qualified Retirement Plan/403(b)

Your employer adopted a qualified retirement plan or Title I 403(b) retirement plan to help you attain financial security during your retirement years. As a participant in your retirement plan, you have the responsibility to decide how you want your retirement plan dollars invested. You may need to make investment elections upon initial enrollment under the plan, upon a change of investment options under the plan, or upon receipt of a rollover or transfer contribution into your account.

The information in this document is designed to provide important information about your retirement plan and help you make decisions regarding the features and investments available. This information will be updated at least annually and more frequently if certain information changes. You are encouraged to review this information, along with additional materials provided by your employer regarding investment options, fees, and expenses to make the best decisions regarding the management of your retirement account.

PLAN INFORMATION

Employer Name _____

Plan Name _____

Plan Sequence Number _____

Plan Year End _____

Plan ID Number _____

ERISA SEC. 404(c)

Your retirement plan is designed to meet the requirements of Section 404(c) of the Employee Retirement Income Security Act (ERISA) and the corresponding Department of Labor regulations. If your retirement plan is designed to meet these requirements it means that your employer is providing you with the opportunity to decide how to invest the assets in your account, enabling you to choose investments that fit your personal needs. Your employer and certain individuals in charge of the plan (known as fiduciaries) will not be responsible for the investment performance of your account that results from your investment instructions.

☐ One of your investment alternatives includes securities of your employer. The following procedures have been put in place to ensure the confidentiality of a purchase of those securities and the voting, tender, and similar rights you are entitled to if you invest in them. The retirement plan fiduciary listed in this notice monitors compliance with these procedures.

PLAN ADMINISTRATOR INFORMATION

For additional information, please contact the plan administrator listed below who monitors compliance with these procedures.

Name of Plan Administrator _____

Business Address _____

Business City _____ State _____ Zip _____

Business Telephone Number _____

ADDITIONAL INFORMATION

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