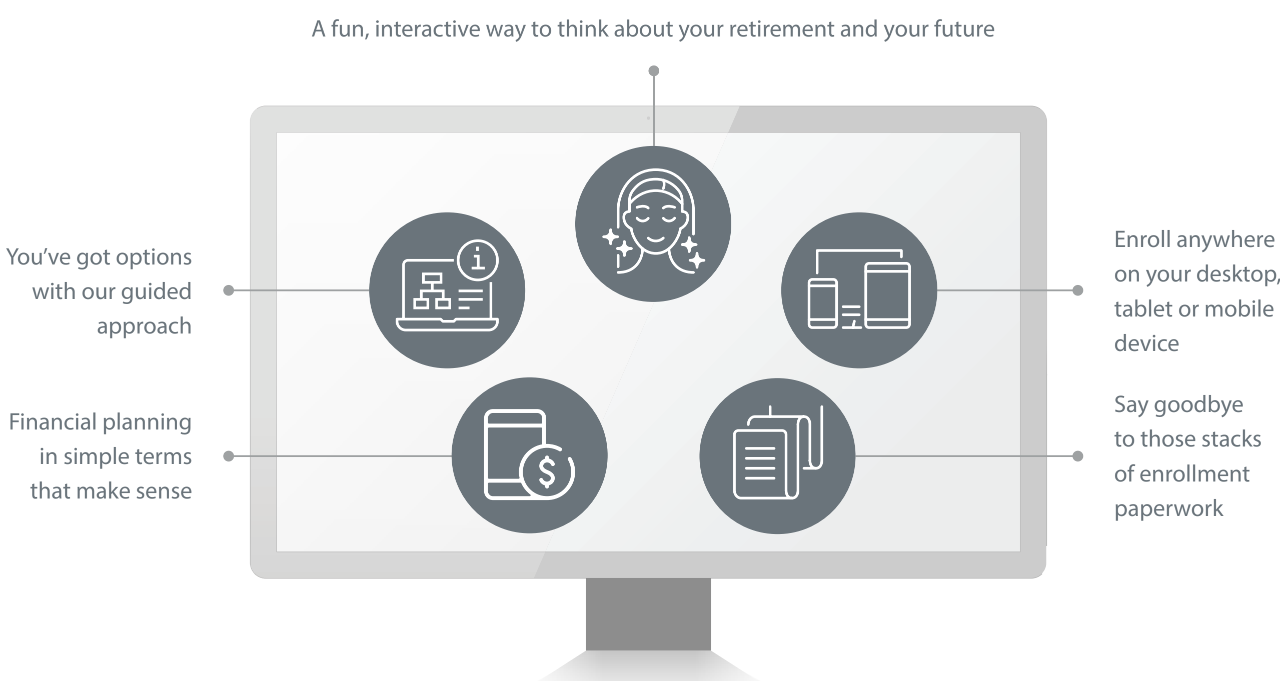
# Online Enrollment

## ENROLLING IN YOUR COMPANY'S RETIREMENT PLAN IS EASY!

We believe that enrolling in a retirement plan should be a simple, guided experience that helps set you up for success. You should leave the enrollment process with a high level of confidence and a low level of stress. The online enrollment experience is designed to do just that, featuring:



Enrolling in the plan is the starting point for a successful retirement.
Follow these simple steps:

1

### Access Your Account

To access your retirement plan account, visit our website and click plan participant.

For first time users, your User ID is your Social Security Number and your password is the last four digits of your Social Security Number.

2

### Secure Your Account

Security Matters! Follow the instructions to set up your secure login and help protect your account information.

3

### Begin your guided enrollment!

During your online enrollment you will:

- Customize your savings rate and see how much—in dollars—you will be contributing per paycheck.
- Choose which investment path is right for you.
- Select your beneficiaries (the person(s) in line to receive your benefits in the event of your death).

✓

Need help? Contact your plan administrator or speak to a Retirement Service representative by phone at (888) 755-3039 or by emailing RetirementServices@worksaveretire.com. Representatives available Monday-Friday from 8:00am- 8:00pm EST.