

**From:**  
**To:**  
**Subject:** Action required on your Vanguard 403(b) Services account  
**Date:** Monday, October 9, 2023 4:43:40 PM

---

For the best experience, [view this email as a web page](#).



## Action required on your Vanguard 403(b) Services account

As we recently shared, your Vanguard 403(b) Services account will automatically move to the Ascensus recordkeeping and administrative services platform on November 10. Ensuring your experience is smooth is our top priority. An important change regarding your investment election will be part of the migration. Please review this time-sensitive information carefully.

### What's changing?

Fractional percentages will no longer be accepted. Effective with the migration, all investment elections must be in whole percentages.

Our records show that you currently have a fractional investment election. Please adjust your investment elections to whole percentages **by 1:00 p.m. ET, November 8, 2023, by logging in to [www.vanguard.com](http://www.vanguard.com), select your 403(b) account, choose Go to my 403(b) plan for details, and then from the Shortcuts menu, choose Explore My Options**. If you take no action, your elections will be updated as described in the examples below.

#### ***Example 1: Unequal investment percentages***

*Participants with fractional contribution amounts or percentages:*

- 33.3% of her contributions to Fund A
- 33.3% of her contributions to Fund B, and
- 33.4% of her contributions to Fund C

After the migration date, the .3% in Funds A and B will be directed to Fund C, the fund with the highest allocation percentage. Participant A's future investment elections will become:

- 33% to Fund A,
- 33% to Fund B, and
- 34% to Fund C

## **Example 2: Equal investment election percentages**

*Participant B has future elections set for 12.5% to each of eight different funds in the plan. The half percent for each of the eight funds will be added together and the resulting total of 4% will be added to the first fund listed alphabetically by fund ticker in the plan.*

Note: These changes do not affect current balances and do not affect accounts that have whole percentage allocations.

Additional information regarding the migration to the Ascensus recordkeeping and administrative services platform is available on your [participant migration website](#).

If you have any questions about changing your investment elections, please call the participant service center at 800-569-4903 Monday through Friday from 8:00 a.m. to 8:00 p.m. ET, or follow the steps below to send a secure message anytime:

1. Log in to your Vanguard account.
2. Select your 403(b) account.
3. Choose **Go to my 403(b) plan** for details.
4. From the top menu, choose **Client support**, and select the **Contact us** tab.
5. Choose **Send a secure message**.
6. Select the **Compose** button, enter all the information requested, type your message, and select **Send**.

Please do not reply directly to this message, as the email box is not monitored. If you wish to contact us, use the information provided in the above communication or link.

Confidentiality Note: The information transmitted is intended only for the person or entity to whom or which it is addressed and may contain confidential and/or privileged material. Any review, retransmission dissemination or other use of this information by persons or entities other than the intended recipient is prohibited. If you receive this in error, please delete this material immediately.

Retirement plan recordkeeping and administrative services are provided by The Vanguard Group, Inc. (VGI). VGI has entered into an agreement with Newport Group, Inc. to provide certain plan recordkeeping and administrative services on its behalf, some or all of which may be provided by Ascensus, LLC, an affiliate of Newport Group, Inc. Neither Newport Group, Inc. nor Ascensus are affiliated with Vanguard Marketing Corporation, The Vanguard Group, Inc., or any of its affiliates. Ascensus is a registered trademark of Ascensus, LLC. Copyright ©2023 Ascensus, LLC. All Rights Reserved.

This email was sent to:

This email was sent by: Ascensus, 200 Dryden Road, Dresher, PA 19025 United States

(10/2023)