

Important retirement plan update



Action needed: Update your retirement plan deferral rate and investment elections

You may have heard the exciting news that Newport and Ascensus have joined to form one company. As a result, your retirement account will move to the Ascensus recordkeeping platform on November 15, 2024. Ensuring your experience is smooth is our top priority and we're committed to keeping you informed of any changes related to your account.

Escanee el código QR para leer este mensaje en español.



What's changing: deferral rates

Our records show that the amount you contribute to your retirement plan is based on a fractional deferral rate which means the percent or dollar amount you contribute to your retirement plan is not a whole percent or dollar amount. On the new recordkeeping platform, only whole percentages or dollar amounts will be displayed, but the amount deducted from your paycheck will remain the same.

Example 1: Fractional deferral percentage

Participant A has a deferral percentage of 5.5%. The deferral percentage will be rounded up to be displayed as 6% but the amount deducted will remain the same.

Example 2: Fractional deferral amount

Participant B has a deferral amount of \$66.37. The deferral amount will be rounded up to be displayed as \$67.00 but the amount actually deducted from your paycheck will remain the same – at \$66.37.

If you want to have your deferral percentages and deferral amounts match what is displayed, you will need to log in to your employee retirement plan website and update your contribution elections to a whole dollar amount or percentage no later than 1:00 p.m. ET, November 12, 2024. Otherwise, your fractional contribution amounts or percentages will be rounded up and displayed as a whole number. If you make a change to your contribution amount and/or your employer refreshes their human resources data, your deduction amounts will be updated.

Note: These changes do not affect current balances and do not affect participants whose elections have whole dollar or percentage amount contributions.

What's changing: investment elections

Our records show that you currently have a fractional investment election percentage allocation. On the new recordkeeping platform, all investment elections must be in whole percentages.

Please log in to your employee retirement plan website and update your investment elections to a whole percentage no later than 1:00 p.m. ET, November 12, 2024. Otherwise, your fractional investment elections will be automatically adjusted upon migration as described in the examples below.

Example 1: Unequal investment election percentages

Participant A currently has future elections set as follows:

- 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 election 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 8 different funds in the plan.

The half percent for each of the 8 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 participants whose elections have whole percentage allocations.

For more information about Ascensus and your plan's move in November, visit your participant migration website.