



Employee Savings Plan – 403(b), money you contribute on a tax deferred basis.

All employees, including temporary and short hour staff, are eligible and may choose to make individual contributions to the Employee Savings Plan - 403(b), up to the maximum exclusion allowed. There is no waiting period and vesting is always 100%. Accessibility to funds is governed according to the Internal Revenue Code for 403(b)(7) plans.

The approved Investment Company for the Employee Savings Plan – 403(b) is TRANSAMERICA Retirement Solutions. TRANSAMERICA specializes in administering retirement plans, has a proven performance record for over 50 years, and offers extensive, unbiased one-on-one services to plan participants, including customized reporting and on-line services. It is important to note that TRANSAMERICA will act as a neutral plan administrator providing state of the art tools to investors.

If you would like to participant in the plan, contact TRANSAMERICA at <https://www.trsuretire.com> or by phone at 1-800- 755-5801. You will need to make several decisions including the amount of your deferral election (amount of money you want to contribute monthly to your retirement via a payroll deduction), your investment choices and selection of beneficiaries.

Please feel free to contact me with any questions you may have!

With best regards,

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