

Retirement Services



Account Access

Stay connected to your retirement plan account



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Retirement Plan

Your retirement plan is one of the most valuable employee benefits your company offers because it can help you build a successful financial future. The plan offers flexible account access options that help you stay connected, manage your account, and make the most of your plan benefit so you can look to the future with confidence.



Phone: 1-866-mykplan (695-7526)

You have secure access to your account through the automated Voice-Response System, and personal assistance through a Customer Service Representative.

Voice-Response System

- ▶ 24 hours a day, 7 days a week*
- ▶ Get account information
- ▶ Conduct transactions
- ▶ Request information and prospectuses

Customer Service Representative

- ▶ Available Monday – Friday 8am – 9pm EST
- ▶ Get answers to your questions
- ▶ Review account information
- ▶ Request transactions

*Generally available 24 hours a day, 7 days a week except for periods of scheduled maintenance.

Customer Service Representatives are employed by ADP Broker-Dealer, Inc., an affiliate of ADP, LLC, One ADP Boulevard, Roseland, NJ 07068. Member FINRA.

Online: www.mykplan.com

The web site combines instant access to your retirement plan account with the ability to make changes and perform transactions. This accurate, secure, timely and useful resource can help you make informed decisions about your retirement planning.

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| View your account at a glance | <ul style="list-style-type: none">▶ Retirement plan balance▶ Personal rate of return▶ Contribution rate and types▶ Optional elections▶ Investment allocation |
| Make changes and conduct transactions | <ul style="list-style-type: none">▶ Account elections▶ Loan and withdrawal requests (if available)▶ Transaction history▶ Balance transfers |
| Elect plan features | <ul style="list-style-type: none">▶ Save Smart[®], Automatic Account Rebalancing, Guided SavingsSM (if offered) |
| Get investment information | <ul style="list-style-type: none">▶ Performance▶ Fund summaries▶ Prospectuses |
| Access planning tools and calculators** | <ul style="list-style-type: none">▶ Quarterly newsletters▶ Planning calculators▶ Interactive watch & learn modules▶ Informational articles about investing and retirement planning |
| Manage your profile | <ul style="list-style-type: none">▶ Designate beneficiary(ies)▶ Update email, address, and personal information |

You will need your User ID and password to access your account. If you lost or need to change your password, follow the prompts on the web to gain access to your account.

**In making this interactive material available, ADP makes no recommendation regarding the appropriateness of any contribution amount or type, withdrawal or withdrawal rate, loan or asset allocation.



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ADP Retirement Services

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Florham Park, NJ 07932

Stay connected to your account and get there one step at a time.
www.mykplan.com • 1-866-mykplan (695-7526)

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