

The Archdiocese of New Orleans 401(k) Plan

We all know that saving for the future is important. The Archdiocese of New Orleans 401(k) Plan ("the 401(k) Plan") is designed to help you save for retirement. The 401(k) Plan offers great features, including:

- **Pre-tax savings** – you pay less in taxes today
- **Employer contribution** – an extra 3.5 % that helps your account grow
- **Tax-deferred investing** – your savings grow without being taxed
- **A choice of investments** – so you can create a portfolio that's right for you
- **Loans and withdrawals** – should you need your savings before retirement
- **24/7 account access** – through the Internet or by phone

Automatic enrollment

The 401(k) Plan has a feature called **auto enrollment** that makes it easy to start saving. Participation in the 401(k) Plan is optional, but auto-enrollment ("Easy-Enroll") means that if you neither enroll on your own nor decline enrollment, you will be automatically enrolled at a pre-tax contribution rate of 4% of your eligible compensation with your savings deposited into the Target Retirement Fund.

Already know you want to save?

You don't have to wait. Once you are eligible, go to <https://archdioceseno.voya.com>, and

1. Log in with your Social Security number and Password (issued by Voya and mailed to you in a security envelope). If you do not have your Password, call the Information Line at **(877) 659-6995** and access the enrollment menu.
2. When prompted, change your Password and set other account access preferences.
3. From the Home page, select Enroll Now.
4. Select your contribution rate – this is the amount that will be deposited from your paycheck into your account each pay period.
5. Select your investment funds.
6. Confirm your choices and submit; that's it!

You'll receive a confirmation statement of your enrollment, and contributions typically begin within two to three pay periods.



If at any time you need help, Customer Service Associates are available from 7:00 a.m. to 7:00 p.m. Central Time, Monday through Friday (excluding New York Stock Exchange holidays). To speak with a Customer Service Associate, call the Information Line at **(877) 659-6995** and press 0.

