



# A great way to plan for your future

## The Local No. 1 Retirement Savings Plan (the “Plan”)



Your Plan is a great way to help you get ready now for the future you want, and could really make a difference to your financial wellness. And enrolling is easy—just fill out an Employee Deferral form and go online to select your investments.

When you participate in the Plan, you can take advantage of:

### — Convenient payroll deductions

Your contributions are deducted from your paychecks automatically and invested in your account. It's an easy and convenient way to invest for your future.

### — Pre-tax contributions

With pre-tax contributions, you can defer current income taxes. Any earnings on your contributions are also tax-deferred.

### — The potential of compounding

Compounding can help your money grow. If the investments in your account earn money — including interest, dividends or other returns — you may then accumulate earnings on those earnings. That's called compounding. It's a powerful potential benefit that can keep your money working for you.

The money you contribute to your account always belongs to you (adjusted for any earnings or losses). So why not take advantage of what the Plan offers?

**The sooner you begin participating, the sooner you can start preparing for your financial future.**

*P.S. Contact Human Resources to start contributing today. If you need additional help or have questions, contact Merrill Lynch at 866.844.0488.*

Benefits OnLine®   
[www.benefits.ml.com](http://www.benefits.ml.com)

### Get started!

Call Wilson McShane at 866.844.0488 and ask for an Employee Deferral form to have additional contributions withheld from your paycheck. Then go online to select your investments.

*Need help? Watch for the click-to-chat icon to chat with a call center representative online in real time.*

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Investment products:

<b>Are Not FDIC Insured</b>	<b>Are Not Bank Guaranteed</b>	<b>May Lose Value</b>
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# Key features of your Plan

Listed below are some of your Plan's most important features. For details, visit Benefits OnLine at [www.benefits.ml.com](http://www.benefits.ml.com).

<b>Eligibility and enrollment</b>	You're immediately eligible to participate in the Plan. Just request and fill out an Employee Deferral form. Once enrolled, visit Benefits OnLine® to select your investments. (Highly compensated employees are not eligible to participate.)
<b>Employee contributions</b>	You can contribute up to 100% of your eligible pay on a pre-tax basis, subject to IRS limits (\$19,000 in 2019, or \$25,000 if you're age 50 or older and eligible for catch-up contributions).
<b>Company contributions</b>	Your company will contribute an amount determined by its applicable collective bargaining agreement to the Plan for you. Employer contributions are automatically invested in the GoalManager® Conservative to Moderate Portfolio Model and cannot be transferred to another investment.
<b>Investment options</b>	Your Plan offers a variety of investment options. To learn more, visit Benefits OnLine or call the Retirement & Benefits Contact Center.
<b>Vesting</b>	Your right to your account balance is called vesting. You're always 100% vested in your own contributions (as adjusted for any earnings or losses). Company contributions, adjusted for earnings or losses, are 100% vested after three years.
<b>Beneficiary designation</b>	Please call Wilson McShane to request a Beneficiary Designation form.
<b>Distributions</b>	Due to retirement, termination of employment, total and permanent disability, or death (benefits go to your beneficiary). To request a distribution, complete a distribution form, available on Benefits OnLine or by calling Merrill Lynch.
<b>Tax information</b>	<b>Pre-tax and company contributions</b> Taxes will be due upon withdrawal of pre-tax contributions, company contributions and any earnings. You may also be subject to a 10% additional federal tax if you take a withdrawal before age 59½.

## Making investment changes is easy

Just visit Benefits OnLine once you're enrolled. Please note: Although employer contributions are automatically invested in the GoalManager Conservative to Moderate Portfolio Model, you cannot invest your employee contributions in this option.

## Your Plan offers tax benefits

Pre-tax contributions can lower your current taxable income. Benefits OnLine lets you estimate how your contributions could affect your take-home pay.



# Choose your investing approach

Your Plan offers a variety of investment options. You can create a diversified portfolio appropriate for your goals, tolerance for investment risk and time horizon (the time remaining before you'll need your money).

Your choices include funds from the three main asset classes — stocks, bonds and cash equivalents. As you review your Plan's choices, you should consider the importance of a well-balanced and diversified investment portfolio.\* If you have too much of your account in any one investment, or one type of investment, you may be subject to unnecessary risk.

## Identify your risk tolerance

All investments are subject to risk — the chance that you could lose some or all of your original investment (i.e., your principal). How much risk are you comfortable with? For help with this question, complete the **Risk Assessment and Investment Guide**. Based on the information you provide, the guide will suggest an investment mix — stocks, bonds and cash equivalents — that could be appropriate for you. Try it out at [go.ml.com/quiz](http://go.ml.com/quiz)

## Understand your investment options

As noted above, investments are often divided into three main asset classes — stocks, bonds and cash equivalents. Each investment option available through your retirement plan invests in one or more of these asset classes. Understanding the differences between these asset classes can help you select investment options appropriate for your risk tolerance and financial goals. For more information, review this presentation: [go.ml.com/jwhe](http://go.ml.com/jwhe)

## GoalManager® Portfolio Rebalancing Service

Your employer contributions are automatically invested in the GoalManager Conservative to Moderate Portfolio Model and cannot be transferred to another investment. You cannot invest your own contributions through GoalManager.

GoalManager offers a selection of portfolio models, each consisting of a different mix of the investment options available through your Plan. Each portfolio model is intended for a different level of investment risk and potential return, and is rebalanced on a regular basis to keep it at its original allocation (mix of stocks, bonds and cash equivalent investments).

With GoalManager, you can have a diversified investment portfolio with a single investment choice.\*

For more information about your Plan's investment choices, visit [Benefits OnLine](#).

\* Diversification does not ensure a profit or protect against loss.

# Additional resources for your financial wellness



Add to your favorites

**Education Center**  
[education.ml.com](http://education.ml.com)

The Education Center offers a variety of resources that can help you build a firmer foundation for your financial life.

**Better Money Habits®**  
[bettermoneyhabits.com](http://bettermoneyhabits.com)

When it comes to your money, a little knowledge can go a long way. Choose a topic and start exploring.

**Personal Financial Journey**  
[go.ml.com/pfjtool](http://go.ml.com/pfjtool)

Use this interactive tool for help getting — and staying — on track with your financial goals.

**401(k) Account Access Guide**  
[go.ml.com/accessguide](http://go.ml.com/accessguide)

Benefits OnLine is your main resource for managing and monitoring your 401(k) account online. Use this account access guide to help navigate the site.

**Benefits OnLine**  
[www.benefits.ml.com](http://www.benefits.ml.com)

**Benefits OnLine Mobile app**

To download this free app, visit Benefits OnLine on your smartphone and select your mobile platform when prompted.

Check your balance, perform transactions and manage your account, virtually 24/7.

## **Investing in the Plan involves risk, including the possible loss of the principal value invested.**

This material is only a general outline of the Plan. You're encouraged to read the Summary Plan Description to obtain more detailed information regarding the Plan's operation. This document gives you information you need to make educated decisions about joining the Plan and maintaining a Plan account. If a provision described in this outline differs from the applicable provision of the Plan documents, the Plan documents prevail.

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