



HOW TO FUND YOUR 403(b) ACCOUNT

STEP 1: Log in to yourMONEY™ account at weabenefitsretirement.com.

STEP 2: Once you're logged in, click on **CHANGE CONTRIBUTION RATE**.

The screenshot shows the 'My Dashboard' page. On the left, there's a 'Projected Retirement Income' widget showing a strategy estimate of \$0.00/mo. On the right, there's a 'Contribution Rate' widget showing Pre-Tax and Roth contributions at \$0.00. A red box highlights the 'CHANGE CONTRIBUTION RATE' button at the bottom of the Contribution Rate widget.

STEP 3: Once the Contribution Rates window opens, choose the contribution rate you want to change by clicking on the **EDIT PRE-TAX** or **EDIT ROTH** links.

The screenshot shows the 'Contribution Rates' window. It has two columns: 'Pre-Tax' and 'Roth', both showing \$0. Below each column is a button: 'EDIT PRE-TAX' and 'EDIT ROTH'. A red box highlights the 'EDIT PRE-TAX' button, and another red box highlights the 'EDIT ROTH' button.

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STEP 4: Once in the **CHANGE CONTRIBUTION RATE** screen, make any desired changes and click **NEXT**.

WEA Member Benefits

Participant name: Auto Enrollment

Dashboard Close Participant Forms & Reports Plan Selection

Change Contribution Rate - PreTax

Overall Progress: **0% Complete**

No changes Stop Contributions Change Contributions

Set Contribution Rate

\$ Dollar Amounts % Percentages

Pre-Tax

0%

Minimum: 0%
Maximum: 100%
Minimum Increment: 0.01%
403(b) Contribution Maximum in 2025: \$23,500

*You must be age 50 or older by December 31st of this year in order to make "catch-up" contributions.

CANCEL BACK **NEXT**

STEP 5: Make any desired changes for the other money type (Roth source in this example). Click **NEXT**.

WEA Member Benefits

Participant name: Auto Enrollment

Dashboard Close Participant Forms & Reports Plan Selection

Change Contribution Rate - Roth

Overall Progress: **33% Complete**

No changes Stop Contributions Change Contributions

Set Contribution Rate

\$ Dollar Amounts % Percentages

Roth

0%

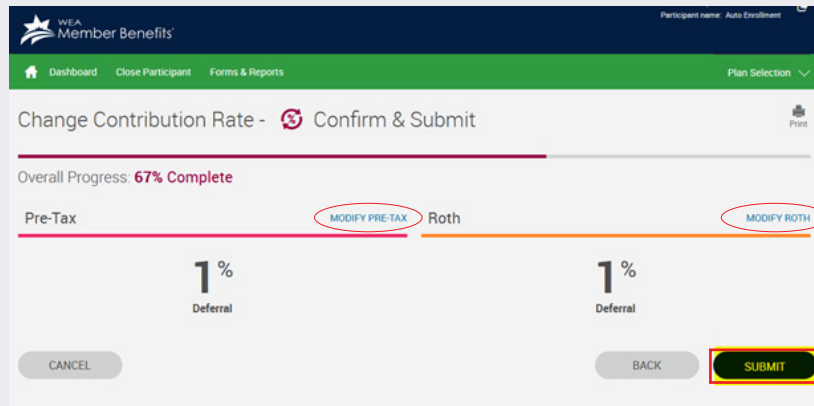
Minimum: 0%
Maximum: 100%
Minimum Increment: 0.01%
403(b) Contribution Maximum in 2025: \$23,500

*You must be age 50 or older by December 31st of this year in order to make "catch-up" contributions.

CANCEL BACK **NEXT**

—continued

STEP 6: If additional changes are needed, click on the appropriate modify link. Confirm the changes and click **SUBMIT**.



WEA Member Benefits

Participant name: Auto Enrollment

Dashboard Close Participant Forms & Reports Plan Selection

Change Contribution Rate - Confirm & Submit

Overall Progress: 67% Complete

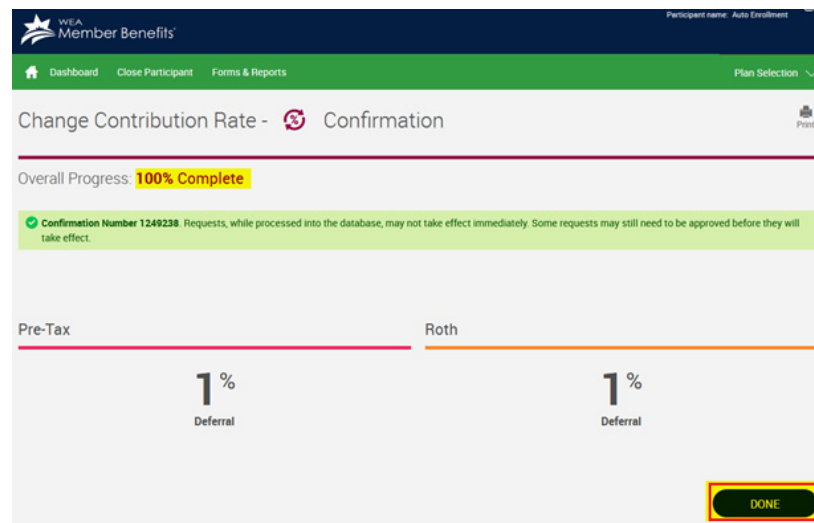
Pre-Tax [MODIFY PRE-TAX](#) Roth [MODIFY ROTH](#)

1% Deferral

1% Deferral

CANCEL BACK **SUBMIT**

STEP 7: Once your contribution changes are complete, click **DONE**.



WEA Member Benefits

Participant name: Auto Enrollment

Dashboard Close Participant Forms & Reports Plan Selection

Change Contribution Rate - Confirmation

Overall Progress: 100% Complete

Confirmation Number 1249238. Requests, while processed into the database, may not take effect immediately. Some requests may still need to be approved before they will take effect.

Pre-Tax Roth

1% Deferral

1% Deferral

DONE