

Frequently Asked Questions

Investments

1. How often can I change my choice of investments?

You may make or change investment elections and transfer funds at any time through the Retirement Service Center or by phone at 888-401-5273. To change your investment elections online, select the Investments tab.

2. How do I move my money to different investment funds?

To transfer existing balances (i.e., to move a percentage from one fund to another fund), go to the Investments tab and select *Manage My Money*. Once there, you can choose to transfer from one fund (*Transfer Funds*) or transfer to and from all funds available in your plan (*Realign Existing Balances*). Unless otherwise noted, transfer/exchange requests confirmed after the close of the financial markets (normally 3 p.m. CT) or on weekends or holidays will receive the next available closing prices.

Note: Transfer requests will only affect money currently invested in your account. Future contributions will not be affected. To change both existing balances and future contributions, select *Change Elections and Balances* in the *Manage My Money* section.

3. What is the daily cutoff time to change or transfer investments?

Generally, it is 3 p.m. CT on weekdays. Unless otherwise noted, transfer/exchange requests confirmed after the close of the financial markets (normally 3 p.m. CT) or on weekends or holidays will receive the next available closing prices.

4. Where can I find out more about the investment funds available in my plan?

You can view and download Fund Fact Sheets and Prospectuses.

- Each Fund Fact Sheet provides a brief description of a fund, its portfolio characteristics, its performance and expense ratio. To view one, click on the name of the fund, wherever it is underlined.
- A fund prospectus is a comprehensive booklet on the fund and its history. To download a specific prospectus, click on the Prospectus icon wherever it appears next to the fund name.

5. How do mutual funds work?

Mutual funds are an investment that pools money from many people to invest in a collection of stocks, bonds and/or money market securities. Investors in a mutual fund have shares representing their interest in the mutual fund. Mutual are managed by a professional investment advisors who perform research into and purchase particular stocks and bonds and other investments. Most mutual funds are open-ended investments, which means they continuously issue new shares to investors for purchase. Mutual funds can be cost-effective because of the combined purchasing power of many investors.

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6. What is a collective investment trust (CIT)?

A collective investment trust (CIT), also known as a collective investment fund, is a bank-managed investment fund. They are similar to mutual funds in that they are comprised of pooled assets professionally-managed with a specific philosophy and strategy. While mutual funds are generally available to the public, CITs are generally only available inside qualified retirement plans (such as a 401(k) plan). Since CITs are not publicly traded, their marketing costs are generally lower. Both types of investments

are subject to the Internal Revenue Code, Securities laws and ERISA rules, but CITs are regulated by the Office of the Comptroller of the Currency (OCC), while mutual funds are regulated by the Securities and Exchange Commission (SEC). As a result, CITs do not have the additional compliance costs and requirements associated with SEC regulations.

7. What are “target-date” funds?

Target-date funds allow you to invest in a diversified portfolio without having to review and rebalance each year. Invest in the appropriate fund (e.g. 2020, 2030, 2040, and 2050) based on your planned retirement date. The funds' managers will allocate your contributions across a broad spectrum of stocks, bonds and cash equivalents, and rebalance those allocations periodically so that the funds get more conservative over time as they approach the target year.