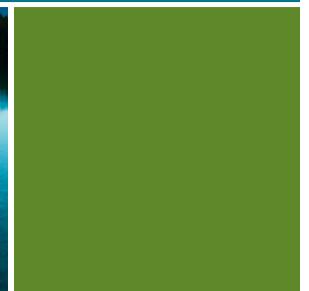


Plan*Ahead*<sup>TM</sup>



## The Oregon Laborers-Employers Defined Contribution & 401(k) Plan

# Plan Details



## Eligibility & Contributions

### Employee Contributions

You can start saving and investing in the plan on the first day of the calendar quarter following your completion of your first hour of service. The entry dates are January 1, April 1, July 1, and October 1.

You may elect to make pre-tax 401(k) contributions, in \$0.25 increments. These contributions are subject to Internal Revenue Service (IRS) limits:

- In 2016, you can save up to \$18,000 if you are under age 50. You may save up to \$24,000 if you will be age 50 or older at any time during the year.

These limits are not plan-specific and apply to other contributions you may have made to other employers' plans during a calendar year.

To begin making contributions to the plan, simply choose the dollar amount you want to contribute, then complete the enclosed **Payroll Deduction Form**, and turn it into your employer.

### Vesting

The term "vesting" refers to ownership of the money contributed to your retirement account.

You are always 100% vested in the money you contribute, including any rollover contributions you have made, plus any earnings on that money.



### Did you move recently?

While you're on the website, please take a moment to confirm your address to receive important information about your accounts.



## Investment Options

The plan offers these approaches to investing:

- **Target Date Funds**, designed by experts, are comprised of diversified investments which change over time, becoming more conservative as you near retirement. The Target Date Fund you select depends upon the number of years you have until retirement.
- **Custom Investment Portfolio**, designed by you, let you create your own portfolio using any combination of the plan's core investments. The core investment menu is selected by experts to represent a broad range of risk and return characteristics within various asset classes.

If you do not select one of these options, you will be defaulted into your Plan's default fund, which is the Dodge & Cox Balanced Fund. For more information, please review the enclosed **Qualified Default Investment Notice**.

For more information about the investment options, please review the enclosed **Fee and Investment Disclosures**, or visit 'Investments' on the website after you have logged into your plan account.

NOTE: You are responsible for making investment decisions for your account. The plan is intended to comply with ERISA Section 404(c), which generally relieves the plan sponsor of liability for gains and losses to participant-directed accounts.

## Accessing Your Retirement Funds

### In-service Withdrawals

You may take an in-service withdrawal from the plan while you are still working for Oregon Laborers, for the following reasons:

- **Financial hardship.** You may apply for a financial hardship withdrawal from your own before-tax contributions if you meet IRS requirements.
- **Age 55.** Once you reach age 55, you may request a withdrawal of your account balance from your employer accounts.
- **60 Months of Service.** Once you have worked at least sixty months of service, you may request a withdrawal of your account balance from your employer accounts.

More details about in-service withdrawals are provided in the enclosed **Summary Plan Description** or on [www.MillimanBenefits.com](http://www.MillimanBenefits.com).

### Distributions

At the time of your retirement, your account balances are payable as soon as possible following the last day of your employment. You have the option to transfer your account to an IRA or another eligible retirement plan to continue deferring taxes. You may also leave your money in the plan if your vested account balance is \$1,000 or more.

You should consider your distribution options carefully to avoid penalties and taxes. Contact the Milliman Benefits Service Center at 1.866.767.1212 for assistance.

### Don't forget to name your beneficiaries!

While you're making your investment elections, be sure to take the time to name your beneficiaries.



# Manage Your Account



When planning your financial future, you want all the help you can get! Milliman offers many tools, including:

- **PlanAhead for Retirement™** This powerful calculation and projection tool allows for aggregation of multiple savings accounts, income sources, and personal assets. In addition, expenses and miscellaneous debts may be included for modeling a comprehensive financial picture. The end result is a more refined progress report on your retirement readiness.
- **Milliman Mobile App** This free iPhone/iPad App (available in the App Store) or Google Android App (available in Google Play) allows you to access your plan information while on the go. From your mobile device, you can view your account balance, investments, personal rate of return, available withdrawals, and other information.

## Your Retirement Plan Website

By accessing your retirement plan's website, you can:

- Learn more about the investment options available to you
- Take a short quiz to help determine what kind of investor you are
- Make investment changes
- Use the educational tools and calculators to help achieve your retirement goals
- And much more!

## How to Access Your Account

### Internet: [MillimanBenefits.com](http://MillimanBenefits.com)

The first time you log on to the website, your Login ID is your Social Security number, and your Password will be the month and the year you were born (MMYY). *For example, if you were born in October 1977, your initial Password would be 1077.*

For security reasons, you must change your Password to a 6- to 12-digit combination of letters and numbers. We also encourage you to create a custom Login ID.

### Telephone Hotline: **1.866.767.1212**

When you call the telephone hotline, your PIN is the month and the year you were born (MMYY). *For example, if you were born in October 1977, your initial PIN would be 1077.* You must change your PIN the first time you call.

## If You Have Any Questions

Call **1.866.767.1212** to speak to speak with a Milliman Benefits Service Center Representative in English or Spanish (Interpreters for other languages are also available) Monday-Friday, 5am-5pm Pacific Time -or- use our convenient (24/7) "contact us" form on the website after you have logged into your plan account.