

## **Complete your enrollment**

After establishing your login credentials, you will be directed to your participant dashboard.

Use these login credentials to set up your account on your participant account at <u>https://secure.ascensus.com/login/merrilledge/participant</u>:

- User ID: Your Social Security number in 999009999 format
- Password: Your birthdate in MMDDYYYY format

## **DO-IT-YOURSELF ENROLLMENT**

This option walks you through important information and benefits about your plan, in addition to selecting your contribution savings rate and investment elections.

Click LET'S GET STARTED to step through all the choices for your plan:

- 1. **Plan Highlights** see what your plan offers, such as eligibility, contributions, vesting schedule, withdrawals, and loans
- 2. Set your savings rate choose the percentage of pay you'd like to contribute to your plan
- Select your investments leave the default investment as-is or make changes for future investments
- 4. **Complete your beneficiary designation** select one or more beneficiaries for your retirement account
- 5. Confirmation review the savings rate and investment options you chose

Upon completing online enrollment, you will be directed back to your dashboard where you can update your selections and review your account balance, transactions, statements, and more.

## Contact us to learn more.

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