

If you are a current 403(b) MetLife participant.....

Retirement Contributions effective March 15, 2019

- Effective March 13, 2019, TIAA will automatically establish a new Voluntary 403(b) Retirement Account (voluntary employee contributions only) for all employees currently enrolled in a Voluntary 403(b) with MetLife.
- Beginning with CMU's March 15, 2019 payroll, all employee 403(b) contributions will be sent to TIAA and invested into the American Funds Life-Cycle / Target Date fund based on your DOB.
- Following the blackout period, expected to end March 29, 2019, you may log into your TIAA account (s) and make any updates and choose new investment options, as desired.

Current (Existing) Investments with MetLife

- Existing voluntary 403(b) plan assets will **NOT** transfer automatically and will remain at MetLife until you choose to transfer the funds. These existing CMU MetLife retirement contracts will no longer be open to future contributions as of March 15, 2019.
- If you wish to transfer your existing 403(b) plan asset from MetLife to TIAA, you may initiate this transaction following the blackout period, expected to end March 29, 2019. Insight Financial or TIAA can help advise and assist you with any change.

Beneficiary Designation

- Effective March 15 your new TIAA account will be set up using a beneficiary default as follows: surviving spouse; if none, children per stirpes; if none, estate. You may access your new TIAA account starting March 15 to update your beneficiary designation, if you prefer something other than the default above. Remember, new payroll contributions will be made to this new plan beginning on March 15, 2019.
- For voluntary 403(b) Plans you choose to leave at MetLife, the current beneficiary designation on file with MetLife will remain active. However, you may wish to review and update your beneficiary periodically.

Have Questions, Contact Either

- Insight Financial Solutions at 970-986-4503, ext. 2 or 970-986-8053 or email Insight Financial Solutions at kevin.price@lpl.com or jason.stanfield@lpl.com.
- Starting March 15, you may contact TIAA at 800-842-2252. Consultants are available weekdays, 6 a.m. to 8 p.m. and Saturday, 7 a.m. to 4 p.m. (MT).