

Procedures to Opt Out of Auto Enrollment and the Auto Increase Programs Online

To make a change to either the annual auto enrollment or auto increase program, log into your Fidelity account and click on the Contributions section.

To get to the Contributions section, once you are logged in, you can either

- click on the Retirement Savings **BIG green** bar, and follow the link to 403B Savings Plan
- or click on Menu, and then go to the bottom of the menu and select Retirement Savings and follow the link to the 403B Savings Plan.

You will then see the options for managing your contribution amounts.

The screenshot displays the Fidelity NetBenefits Employee Benefits portal. At the top, the Fidelity NetBenefits logo is on the left, and "Employee Benefits" is in the center. On the right, it says "Powered by Fidelity". Below the logo is a navigation bar with "MENU", "ENLOE MEDICAL CENTER", "Planning", "Library", "Profile", a search box, and "Log Out". The main heading is "403B SAVINGS PLAN (22639)". Below this is a tabbed interface with "Summary", "Contributions", "Investments", "Withdrawals/Loans", "Rollovers", "Bank/Tax Information", and "Plan Information". The "Contributions" tab is active, showing "Contribution Amount" and "Manage Your Contribution Amount". Under "Manage Your Contribution Amount", there are three sections: "Contribution Amount" (with a link "Why should I contribute to my retirement savings plan?"), "Annual Increase Program" (with a link "What is the Annual Increase Program?"), and "Roll money into your retirement savings" (with a link "What is a rollover?"). To the right, there is a "Tools & Calculators" box with links for "e-Learning" (Reasons to contribute to your retirement savings plan), "Take-Home Pay Calculator" (How will your pre-tax contributions affect your take-home pay?), and "Contribution Calculator" (Can even a small contribution make a difference?). A "Markup Area" button is also visible.

To opt out of the auto enrollment

- Select “Contribution Amount” to view or change the amount you are contributing to your savings plan.
- To opt out of the auto enrollment, you will need to change your contribution amount to zero.
- Select “Submit” to confirm your changes.

To change or opt out of the Annual Increase Program

~~To Change your annual increase~~

- Select “Annual Increase Program”
- Scroll down to the Desired Election box (see next screen shot next page).

MENU ENLOE MEDICAL CENTER Planning Library Profile Search Log Out

403B SAVINGS PLAN (22639)

Summary Contributions Investments Withdrawals/Loans Rollovers Bank/Tax Information Plan Information

Annual Increase Program

The Annual Increase Program allows you to increase your contribution amount by a certain amount each year. You can review the details of your current participation below.

From this page, you can update the amount of increase, the date of the increase, or opt out of the program at any time.

Learn More

- More about the Annual Increase Program

Consider This:

- Your current Contribution Amount is 4%, and can be as much as 65%.

Current Increase Election

Increase by 1% every year on March 6.

Markup Area

To Unenroll from the Annual Increase Program

- Make sure the radial button is indicating Unenrolling from Annual Increase Election.
- Then click on the Change Annual Increase Election gray box at the bottom of the page:

Desired Election

Enter amount of increase with the date that you want the increase to take effect each year, or choose unenroll.

[How does my Annual Increase Election get applied?](#)

Change my Annual Increase Election
Automatically increase my contribution amount by 1.00% every year on March 6

Unenrolling from Annual Increase Program

The Plan's Annual Increase Program has a contribution cap of 10%. This cap can be removed to allow your annual increases to continue until you make a change or reach the Plan's maximum contribution amount.

[What is the Annual Increase Program Contribution cap?](#)

Remove Annual Increase Program Contribution cap and continue annual increases.

Change Annual Increase Election

On the next screen you will be asked to review your elections.

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ENLOE MEDICAL CENTER Log Out

Review and Submit Annual Increase Election

To accept your elections, review the information below and click Submit. To change your elections, click Previous.

Current Increase Election

Increase by 1% every year on March 6

Desired Increase Election

Remove Plan's Annual Increase Program Contribution Cap and unenroll me from the Plan's Annual Increase Program.

When you click Submit, a confirmation page will be displayed, which you may print and save for your records.

< Previous **Submit**

Cancel changes to Annual Increase Election

Questions? Call (800) 343-0860

Markup Area

You must select SUBMIT to finalize your elections.

You will receive a confirmation of your elections that you can print or save for your records.



Employee Benefits

ENLOE MEDICAL CENTER

Annual Increase Program Confirmation

[Print](#)

On April 22, 2019, 6:09 PM your Annual Increase Election was updated.

Your changes will generally take effect in 1 to 2 pay periods depending upon when your employer makes your requested change.

Please print and save this confirmation for your records before leaving this page.

Your confirmation number is 191121756W263.

If you have any difficulties following this process, please call Fidelity at 800-343-0860.

