

COVID-19 AND YOUR 401(K) PLAN

The Coronavirus Aid, Relief, and Economic Security (CARES) Act includes retirement plan provisions that offer financial relief and flexibility to [Company's] 401(k) plan participants.



CARES Act Retirement Plan Provisions

Increased Withdrawal Amount and Penalty-Free Retirement Account Distributions

- Participants adversely affected by the coronavirus may withdraw up to \$100,000.
- Distributions are exempt from the usual IRS 10% early withdrawal penalty.
- You can spread out the tax liability for your distributions over three years.
- You may repay your distributions to the company's plan or an IRA within three years.

Increased Participant Loan Amount and Repayment Rule Changes

- Loan limit increased to the lesser of \$100,000 or 100% of your vested account balance (increased from 50,000 or 50%).
- Loan repayment may be delayed for up to one year.
- Maximum repayment period is extended by one year.

Consider All Options Before Accessing Your Retirement Savings

We understand that the financial circumstances of the COVID-19 crisis are unusual and may make accessing your 401(k) funds necessary. Remember, however, your 401(k) is designed to be a long-term savings plan. Any loan or distribution should be carefully considered.



Questions?

Contact [retirement account provider] at [website.com] or call [toll-free number]. Representatives are available on business days from XXam to XXpm CT.