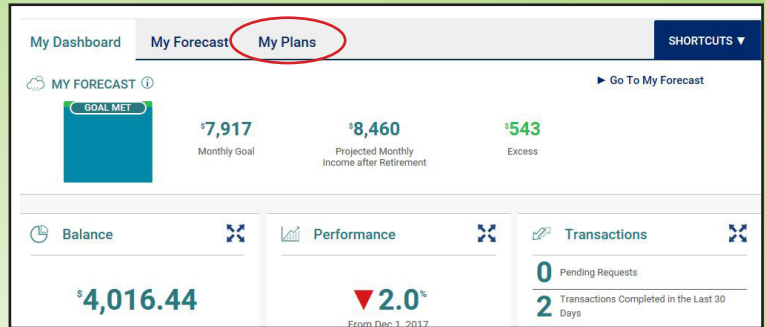


# HOW TO FUND *your* ACCOUNT

## MAKING OR CHANGING CONTRIBUTIONS TO YOUR 403(B)

**STEP 1:** Log in to the account you created at [weabenefits.com/yourmoney](http://weabenefits.com/yourmoney).

**STEP 2:** Once logged in, click on the “My Plans” tab.



**STEP 3:** Click on “Deferrals”.

**STEP 4:** Select a plan from the drop down menu.

**STEP 5:** Click on “Change Contributions” to view your current deferral rate.

**STEP 6:** Once the Change My Contributions window opens, choose your contribution rate by moving the slider to the desired amount.

*If your plan allows, you may be able to choose between pre-tax or Roth contributions.*

**STEP 7:** Click “Continue” then verify and submit your changes.



1-800-279-4030

FUNDING AND CONTRIBUTING TO YOUR ACCOUNT

[weabenefits.com/yourmoney](http://weabenefits.com/yourmoney)