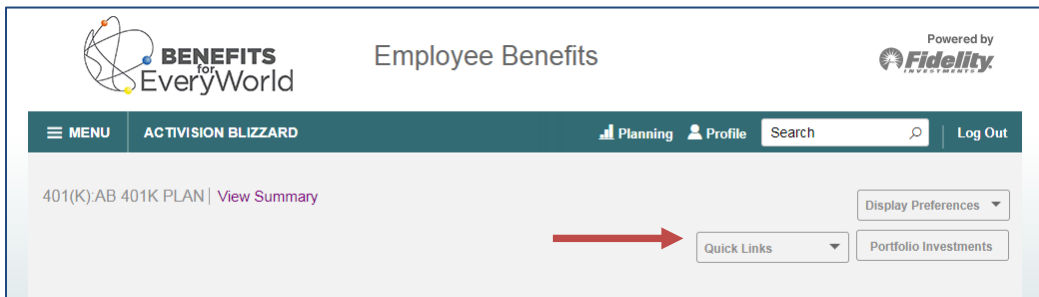
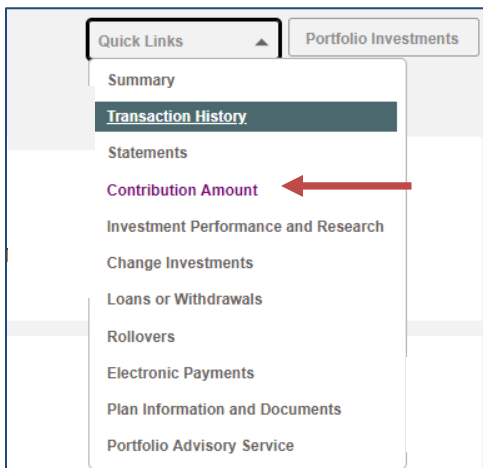


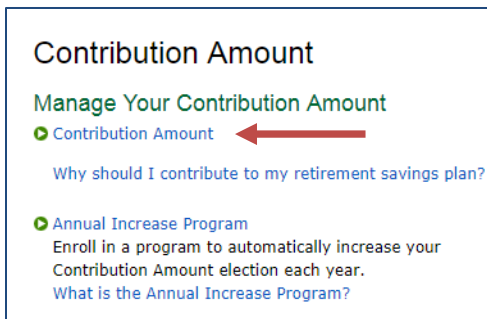
1. Sign in to Fidelity using the NetBenefits website at the following link: [www.netbenefits.com](http://www.netbenefits.com)
2. Once logged in, select *Quick Links*.



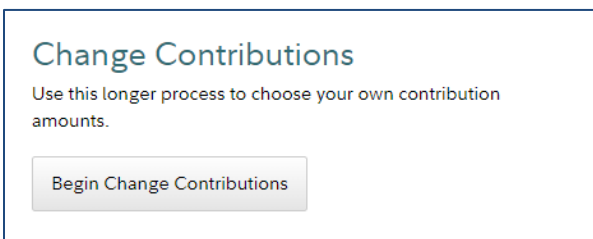
3. From *Quick Links*, select *Contribution Amount*.



4. Select *Contribution Amount* again.



5. Select *Begin Change Contributions*.



**6. Adjust your contributions from your regular pay and/or bonus pay to the Pre-Tax, Roth, and/or After-Tax 401(k) as desired.**

- To change your regular pay and/or bonus pay contribution to the Pre-Tax 401(k), change the percentage under *Pre-Tax Deferral* and/or *Pre-Tax Bonus*, respectively.
- To change your regular pay and/or bonus pay contribution to the Roth 401(k), change the percentage under *Roth Deferral* and/or *Roth Bonus*
- To change your regular pay and/or bonus pay contribution to the After-Tax 401(k), change the percentage under *After-tax* and/or *After-tax Bonus*

Contribution Amount	
<b>PRE-TAX DEFERRAL</b>	
Current Election	X %
Desired Election	<input type="text" value="X"/> %
(0% to 75% in increments of 1%)	
<b>PRE-TAX BONUS</b>	
Current Election	X %
Desired Election	<input type="text" value="X"/> %
(0% to 100% in increments of 1%)	
<b>ROTH DEFERRAL</b>	
Current Election	X %
Desired Election	<input type="text" value="X"/> %
(0% to 75% in increments of 1%)	
<b>ROTH BONUS</b>	
Current Election	X %
Desired Election	<input type="text" value="X"/> %
(0% to 100% in increments of 1%)	
<b>AFTER-TAX</b>	
Current Election	X %
Desired Election	<input type="text" value="X"/> %
(0% to 20% in increments of 1%)	
<b>AFTER-TAX BONUS</b>	
Current Election	X %
Desired Election	<input type="text" value="X"/> %
(0% to 20% in increments of 1%)	

7. To finalize your changes, select ***Change Contribution Amount***.

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



Change Contribution Amount

8. Once you change your contribution amounts, you will be redirected to a page to review your elections. If you are satisfied, select ***Submit*** and print/save a copy of your confirmation. If you need to make additional changes, select ***Previous***.

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

< Previous

Submit