



Welcome to the Valley Health System!

As a new employee, you've been enrolled in a Valley Health Systems 401(k) retirement plan administered by Lincoln Financial Group. Your retirement plan makes it easy to start investing and keep investing in your future. A fixed percentage of your wages will be deferred to your 401(k) plan account every payday.

There are three major advantages to saving in your 401(k):

1. You receive the benefit of employer contributions

After one year of service (in which you must work at least 1000 hours), eligible employees will receive matching funds from Valley Health System. For exact match details, contact your Lincoln Retirement Consultant.

2. You save in a tax-efficient manner

You have two options for tax-efficient saving: pretax contributions and Roth contributions. With pretax contributions, you will not pay income taxes on the money you contribute or any earnings until you take a withdrawal. Since you don't pay taxes on your earnings until withdrawn, more of your money is at work for you to provide greater growth potential. Withdrawals taken before age 59½ may be subject to an additional 10% tax penalty.

Your second option is Roth (post-tax) contributions. With Roth contributions, you pay income taxes on your contributions today, but at retirement you may withdraw contributions *and any earnings* tax-free as long as the account has been open for at least 5 years and the distribution is made on or after age 59½ (or if it's due to death or disability). Withdrawals that are not "qualified" as noted may be subject to a 10% tax penalty.

The Valley Home Care 401(k) Plan for Valley Home Care employees does **not** offer a ROTH option.

3. You save consistently

When you participate in your plan, your assets will be invested on a regular basis. Financial professionals often recommend investing a set amount on a regular basis over trying to anticipate market movements.

Put your future first by taking these simple steps.

1. Decide how much to save

You've been enrolled in the plan at a default contribution rate of 4% pre-tax. If you don't choose to change that rate, Valley will increase your contribution rate 1% per year until you reach 10%. Please note you may opt out of participation or change the deferral rate by logging into your 401(k) plan account at LincolnFinancial.com.

2. Register your account for online access

The Lincoln Financial retirement plan website offers you convenient and secure online access to your retirement account at any time. View your account information, access helpful tools, conduct transactions, learn about retirement planning and more. It only takes a few minutes to register at LincolnFinancial.com/Register.

3. Select your investments

To compare historical returns and expenses for the variety of investment options available to you, please see your enrollment kit (available on the Valley Health Systems intranet site under Lincoln Financial Group), visit your Lincoln-sponsored enrollment microsite at LincolnFinancial.com/ValleyHealth, or click on the Resource Center tab once you log into your account online. If you don't select any investments, your contributions will be automatically invested in the [Your Path Target Date Moderate Investment Portfolio](#).

4. Name your beneficiaries

Select who would inherit your account balance in the event of your death. Make sure you have the appropriate Social Security numbers available.

If you have any questions, Lincoln is here to help you with information and motivation every step of the way. As a participant in this plan, you have access to an array of educational tools and materials to help you get started, save more, invest wisely, step into retirement and manage life events.

To learn more, I urge you to contact one of your dedicated Lincoln Retirement Consultants:

- Evette Caceres at 571-299-8071 or Evette.Caceres@LFG.com
- David Ares at 862-216-2061 or David.Ares@LFG.com
- Or you can use the easy Click2Meet Scheduling tool at LincolnFinancial.com/ValleyHospitalSchedule.

You can also access your account at **www.LincolnFinancial.com** or by contacting customer service at **800-234-3500** on weekdays from 8:00 a.m. to 8:00 p.m. Eastern.

Important disclosures. Please read.

Mutual funds in the *Lincoln Alliance*® program are sold by prospectus. An investor should carefully consider the investment objectives, risks, and charges and expenses of the investment company before investing. The prospectus and, if available, the summary prospectus contain this and other important information and should be read carefully before investing or sending money. Investment values will fluctuate with changes in market conditions, so that upon withdrawal, your investment may be worth more or less than the amount originally invested. Prospectuses for any of the mutual funds in the Lincoln Alliance® program are available at 800-234-3500.

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