



adom.trsrretire.com

Easy access to your account

Your plan website is the first step for anything you want to know about your account. Use it to sign in to your account, find information about your retirement plan benefits, and learn more about saving for your future.

Once you have signed in, you can review the current status of your account, make changes, and access tools to help you personalize your retirement strategy. From the main menu, scroll over the five tabs—**Home, Review, Manage, My Profile,** and **Resource Center**—and select the action you want to take from the drop-down lists.

Check Account Balance

- Balance automatically appears on the Overview page (in the Home menu at the top of the screen).
- For account balance by fund, click “Details.”

Review Investment Performance

- To get performance and fee details for all the funds in your plan, in the Review menu, click “Fund and Fee Information.”

Change Contribution Amount

- To choose or change your contribution amount and sign up for annual auto-increases, in the Manage menu, click “Contributions.”

Change Future Investment Allocations (*new contributions*)

- To choose or change how new contributions will be invested, in the Manage menu, click “Future Allocations.”

Transfer Between Investment Options (*current assets*)

- To transfer balances between individual or groups of funds, in the Manage menu, click “Transfers.”
- To change your overall investment mix, in the Manage menu, click “Current Allocations.”

Get Loan Details

- To review loan status and get payoff details for current loans (if applicable), in the Review menu, click “Loan Details.”

Name or Change a Beneficiary

To name or change your beneficiary, in the Home menu, click “Beneficiaries.”

Please note that if you are married and you wish to designate someone other than your spouse as a primary beneficiary, consent from your spouse may be required by your plan.

Customer Service

- To email us, click on the Help Menu. To call us, call 800-755-5801.

First-Time Users

- Select “New User? Get started.”
- Follow the instructions to establish a user name and password.

Frequent Users

- Sign in to your account by entering your username and password.
- Click on the name of the account you want to access.



With the **My TRSRetire app**, connecting with your retirement plan has never been easier.

- View your account balance and rate of return
- Know *Your Retirement Outlook*SM
- Model ways to improve your forecast
- Take action right from your device

It's that simple. Download the app from the App Store or Google play today!



When you enter a change, a confirmation will be sent the following business day. Changes that are completed prior to 4 p.m. ET will be valued using the market closing unit values for that day. Changes completed after 4 p.m. ET will be valued using the market closing unit values for the following business day.

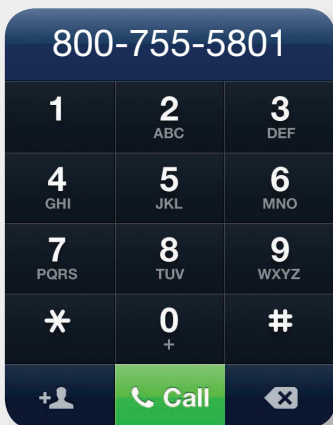


Easy access to your account

Call 800-755-5801

First-Time Callers

- Call 800-755-5801.
- Enter your Social Security number.
- Follow the prompts for creating your Personal Identification Number (PIN).



Frequent Users

- Call 800-755-5801.
- Enter or say your Social Security number.
- Choose the account you wish to access.
- Enter or say your PIN.

Check Account Balance

- Account balance automatically offered.
- For account balance by fund, say "Account information," then "Balances."

Review Investment Performance

- Say "Hear account information."
- Say "Fund information," then "Performance."

Change Contribution Amount

- Say "Change my account."
- Say "Contribution amount."
- Provide updates to contribution amount.

Confirmation sent the following business day.

Change Future Investment Allocations (*new contributions*)

- Say "Change my account."
- Say "Future allocations."
- Provide updates to investment allocation.

Confirmation sent the following business day.

Please note that this allocation change impacts only your future contributions.

Transfer Between Investment Options (*current assets*)

- Say "Change my account."
- Say "Transfer current assets."
- Provide transfer information.

Confirmation sent the following business day.

Please note that changing current allocations does not change how your future contributions will be invested.

Get Loan Details

- Say "Get loan information."
- Choose to either get information about a new loan or your personal loan history.

Customer Service

- Say "Speak to a counselor."

The Archdiocese of Miami, Inc. has selected Transamerica Retirement Solutions as your retirement plan provider, but there are no other affiliations between the two organizations.



**Defined Contribution 403(b)
Retirement Plan for Lay Employees of
The Archdiocese**

