

401(k) DOs & DON'Ts

TIPS TO REACH YOUR RETIREMENT GOALS

Start taking steps toward a financially secure future today!

DO



ENROLL & INCREASE CONTRIBUTIONS ANNUALLY

Enrolling is the first step & then increase your contributions 1-2% each year.



HAVE BENEFICIARIES ON FILE

It's important to name primary & contingent beneficiaries (revise when necessary).



MONITOR PERIODICALLY

Log into your account to review balance, performance & rate of return.



ADJUST PERIODICALLY

Set up your account to automatically rebalance, which may protect against market volatility.*

DON'T



OPT OUT

Not contributing is a costly mistake – missed tax advantages & saving for your future.



CASH OUT

Leaving a job? Consider your options before incurring early withdrawal penalties & taxes.



WITHDRAW OR TAKE OUT A LOAN

May result in heavy penalties & taxes, plus missed growth opportunities & additional expenses.



SKIP RESEARCH/REVIEW

Keep an eye on asset allocation to maintain your risk tolerance, increase contributions & keep beneficiaries current.

*Not applicable to Target Date Funds as they are designed to automatically rebalance.

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