

FIDELITY INVESTMENTS WEBSITE INSTRUCTIONS

Participant website at www.401k.com

Step 1 - Log in by entering your Social Security number or Customer ID and PIN

TFor customers who have never logged in, click on **New User Registration**

Step 2 - Access your personal account information by clicking on your company's retirement plan link

j To Change How Future Contributions Are Invested

- Click on *Change Investments*
- Click on *Contributions*
- Click on *Continue*
- Enter desired percentage for each fund option
- Click *Continue*
- In order to continue, view fund prospectus online or click that you've received it
- Click *Continue*
- Click *Save Changes*

j To Move Money Between Investments

- Click on *Change Investments*
- Click on *Rebalance*
- Click on *Go to Rebalance*
- Enter desired investment allocation for each fund
- Click on *Begin Rebalance*
- Choose the rebalancing option that is best for you
- Click *Next*
- In order to continue, view fund prospectus online or click that you've received it
- Click *Continue*
- Click *Submit*

j To Manage Your Personal Information

- Click on the **Your Profile** tab

j To Access Prior Statements

- Click on *Online Statement* on left menu bar under **Savings and Retirement** tab