



Servant Solutions
YOUR RETIREMENT & FINANCIAL PLANNING PARTNER

**AUTOMATIC ENROLLMENT/AUTOMATIC ANNUAL INCREASE
OPT OUT FORM**

DATE: _____

EMPLOYEE NAME: _____

EMPLOYER NAME: _____

My Employer has informed me of the benefits of the automatic enrollment and automatic annual increase features of the Servant Solutions Retirement Plan. I have also been informed I can choose to opt out of these features designed to help me meet my retirement goals.

By placing an "X" in the appropriate blank(s) below, I am choosing to **opt out** of one or more of these Plan features. I understand that my choice may inhibit my goal to be financially prepared for retirement years.

_____ **1. I elect to opt out of Automatic Enrollment** (I do not want to participate in the Servant Solutions Retirement Plan at a 1% pre-tax contribution rate.)

_____ **2. I elect to opt out of the Annual Automatic 1% Increase to my contribution rate**

By signing this opt out form I understand and acknowledge:

I will need to complete this form annually if my desire to opt out of these Plan features continues.

I can choose to revoke my choices above by contacting my Employer's Payroll/Human Resources Department.

Signed by: _____
Name

OFFICE NOTATION:

_____ Employee's election to Opt Out of Automatic Enrollment noted in his/her file.

_____ Employee's election to Opt Out of Automatic Annual Increase noted through Current Contribution

HR/Payroll Staff Signature

Date