

# Livingstone College Defined Contribution Retirement Plan

## 2020 UNIVERSAL AVAILABILITY NOTICE

Livingstone College provides employees with the opportunity to save for their retirement through the Livingstone College Defined Contribution Retirement Plan (the “Plan”). Participation in the Livingstone College Retirement Plan is a great way to build your retirement savings and reduce current taxes. Participating in the Plan provides a way for you to contribute to a retirement account on a pre-tax basis through payroll deduction. Your contributions, plus earnings are not taxed until you withdraw the funds.

Whether you want to enroll in the plan for the first time, or you are already enrolled but wish to change the amount of your deferral, you can accomplish your goal by accessing resources available to you on the retirement plan portal by visiting: [www.verityinvest.com/livingstone](http://www.verityinvest.com/livingstone). Additional contact information is available on that resource portal, or you may contact Livingstone College Human Resources Department.

### ELIGIBILITY

All employees of Livingstone College who receive compensation reportable on an IRS Form W-2 are eligible to participate in the plan; however, student workers are not eligible to participate. Please take a moment to review the plan materials before enrolling, which are available at: [www.verityinvest.com/livingstone](http://www.verityinvest.com/livingstone). Once you are enrolled, you can review and change the amount of your contributions as often as once per pay period by completing the Livingstone Salary Reduction Agreement available at: [www.verityinvest.com/livingstone](http://www.verityinvest.com/livingstone).

### WHAT ARE MY TAX DEFERRED SAVINGS OPTIONS?

Investment information about this Plan is also available at: [www.TIAA.org/livingstone](http://www.TIAA.org/livingstone). You can also change the direction of future contributions and/or transfer assets into the Plan. You can also make changes to your retirement portfolio by calling TIAA at 800 842-2252, weekdays, 8a.m. to 10 p.m. or Saturday, 9 a.m. to 6 p.m. (ET).

### HOW MUCH CAN I CONTRIBUTE?

For 2020 and 2021 **you can contribute** up to **\$19,500** per year. If you are age 50 or older during the calendar year, you can contribute an additional \$6,500

### WHAT DO I NEED TO DO?

If you wish to enroll or change your enrollment in the Plan, visit: [www.verityinvest.com/livingstone](http://www.verityinvest.com/livingstone) for a link to enroll on-line.

You may also contact Verity Asset Management for enrollment assistance or individual investment advice. Contact information is available at: [www.verityinvest.com/livingstone](http://www.verityinvest.com/livingstone)