

# Instructions for Filling Out Your *Enrollment Form*



Call 800-754-9933 if you need further assistance.

When filling out this section, be sure to use your full legal name.

**Please print clearly.**

Let us know what percent of your paycheck you'd like to save by writing a number here.

Go to page 3 of the Required Notices and Documents packet for a table with examples you can use to make your decision on how much to save.

Start with a number you're comfortable with. You can always increase or decrease this

Your plan features

After choosing an  
pick one (1) within  
the

**DO NOT CHECK MORE THAN ONE BOX**

A complete list of the individual mutual funds is on page 5 of your Enrollment Kit.

Information about the make-up of the  
are on page 6.

No matter what and  
you select today, you  
can always change it in the future.

After you're enrolled you can also mix-and-math your own mutual funds if you prefer.

# Instructions for Filling Out Your **Beneficiary Form**



Call 800-754-9933  
if you need further  
assistance.

When filling out this section, be sure to use your full legal name.  
**Please print clearly.**

ACME, Inc. 401(k) and Profit Sharing Plan

Side 2

## Beneficiary Form

Fill out this form to let us know who gets your money in the event of your premature death.

Write down who you want to be first in line to get your money in the event of your death.

If you are married, you must write down your spouse's name and make them a 100% beneficiary.

If you are single be sure the percentages you write down next to each name add to 100%.

For example

- 50% | 50%
- 25% | 25% | 25% | 25%
- 34% | 33% | 33%

### Your Personal Information

<i>555-55-5555</i>	<i>Thomas</i>	<i>Doe</i>
Your SSN	Your First Name	Your Last Name
<input checked="" type="checkbox"/> I am married		<input type="checkbox"/> I am single

### Primary Beneficiary Designation

- If you are married, you must designate your spouse as the only (100%) primary beneficiary for your account. If you wish to designate someone other than your spouse as primary beneficiary, contact us for the necessary form.
- If you are single, anyone can be your primary beneficiary.

<i>Susan Doe</i>	<i>3/2/1985</i>	<i>Wife</i>	<i>100</i>	<i>%</i>
Name of Primary Beneficiary	Date of Birth	Relationship to You		%
				%
				%
				%

Must add up to 100%

In the event these do not equal 100%, we will allocate the difference to the oldest beneficiary.

Write down the information for the person(s) you want to get your money in case your primary beneficiary dies before you.

### Secondary Beneficiary Designation

- Please indicate who will be your beneficiary in the event your primary beneficiary dies before you.

<i>Jason Doe</i>	<i>2/5/2010</i>	<i>Child</i>	<i>34</i>	<i>%</i>
Name of Secondary Beneficiary	Date of Birth	Relationship to You		%
<i>Allison Doe</i>	<i>9/6/2013</i>	<i>Child</i>	<i>33</i>	<i>%</i>
Name of Secondary Beneficiary	Date of Birth	Relationship to You		%
<i>Erik Doe</i>	<i>4/8/2017</i>	<i>Child</i>	<i>33</i>	<i>%</i>
Name of Secondary Beneficiary	Date of Birth	Relationship to You		%
				%

Must add up to 100%

In the event these do not equal 100%, we will allocate the difference to the oldest beneficiary.

If you are married but want someone else to be your primary beneficiary (for example your children from a previous marriage) initial here after you've complete this form.

### Participant Signature

I hereby designate the person(s) listed above as beneficiaries of my account in the Plan and revoke any previously signed Beneficiary Designation Form.

X *Thomas Doe* Date: *9/15/2018*

# Enrollment Form

Be sure to include your e-mail, and phone number.

<input type="checkbox"/> Mr.		
<input type="checkbox"/> Mrs.		
<input type="checkbox"/> Ms.	First Name	Last Name
SSN		
Address		
City	State	Zip
Date of Birth	Date of Hire	<b>Hollywood Mkts (non-union)</b> Name of Employer
Phone #	Email Address	

## Salary Deferral Authorization

I elect to contribute the following amount of my eligible compensation per pay period into the 401(k).

_____ %	on a pre-tax basis into the Regular 401(k)
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## Investment Election

Check only one (1) box in the table below. **DO NOT check more than one box.**

<b>PATHWAY 1</b> <b>Managed 401(k) Strategy</b> A professionally managed portfolio based on your risk tolerance.	<b>PATHWAY 2</b> <b>Retirement Date Fund</b> A single mutual fund based on what year you expect to retire	<b>PATHWAY 3</b> <b>Stable Value Option</b> Less volatility but lower expected returns than Pathway 1 or 2
<input type="checkbox"/> Conservative	<input type="checkbox"/> 2010 <input type="checkbox"/> 2040	<input type="checkbox"/> Reliance MetLife Series 25157 Class 0
<input type="checkbox"/> Moderate - Conservative	<input type="checkbox"/> 2020 <input type="checkbox"/> 2050	
<input type="checkbox"/> Moderate	<input type="checkbox"/> 2030 <input type="checkbox"/> 2060	
<input type="checkbox"/> Moderate - Aggressive		
<input type="checkbox"/> Aggressive		

\*Information regarding the asset allocation and the funds used in each Managed 401(k) Strategy can be found on page 5

## Participant Signature

This salary deferral authorization and investment election, and the beneficiary designation(s) made on side 2 of this form, are to remain in effect until I provide written notice of changes to the plan administrator.

**X** \_\_\_\_\_ **Date:** \_\_\_\_\_

After you complete this form mail it to Financial Freedom House, PO Box 301000, Waterford, MI 48330, or you can fax it to (248) 623-8968 or email it to [Service@FinancialFreedomHouse.com](mailto:Service@FinancialFreedomHouse.com).

# Beneficiary Form

Fill out this form to let us know who gets your money in the event of your premature death.

## Your Personal Information

**Hollywood Mkts (non-union)**

Your SSN	Your First Name	Your Last Name
<input type="checkbox"/> I am married		<input type="checkbox"/> I am single

## Primary Beneficiary Designation

- If you are married, you must designate your spouse as the only (100%) primary beneficiary for your account. If you wish to designate someone other than your spouse as primary beneficiary, contact us for the necessary form.
- If you are single, anyone can be your primary beneficiary.

Name of Primary Beneficiary	Date of Birth	Relationship to You	%
			%
Name of Primary Beneficiary	Date of Birth	Relationship to You	%
			%
Name of Primary Beneficiary	Date of Birth	Relationship to You	%
			%

Must add up to 100%

In the event these do not equal 100%, we will allocate the difference to the oldest beneficiary.

## Secondary Beneficiary Designation

- Please indicate who will be your beneficiary in the event your primary beneficiary dies before you.

Name of Secondary Beneficiary	Date of Birth	Relationship to You	%
			%
Name of Secondary Beneficiary	Date of Birth	Relationship to You	%
			%
Name of Secondary Beneficiary	Date of Birth	Relationship to You	%
			%

Must add up to 100%

In the event these do not equal 100%, we will allocate the difference to the oldest beneficiary.

## Participant Signature

I hereby designate the person(s) listed above as beneficiaries of my account in the Plan and revoke any previously signed Beneficiary Designation Form.

X \_\_\_\_\_

Date: \_\_\_\_\_

After you complete this form mail it to Financial Freedom House, PO Box 301000, Waterford, MI 48330, or you can fax it to (248) 623-8968 or email it to [Service@FinancialFreedomHouse.com](mailto:Service@FinancialFreedomHouse.com).