

# **GATEWAY BEHAVIORAL HEALTH SERVICES 457(B) PLAN**

## **PLAN HIGHLIGHTS**

*These are the highlights of your plan. For additional information, read your Summary Plan Description or ask to see the plan document. If any information here conflicts with the terms of your plan, the plan language governs.*

### **JOINING THE PLAN**

#### **Who is eligible to join the plan?**

If you are employed by Gateway Behavioral Health Services as a common law employee on a full time basis, you are eligible to participate. Entry into the 457(b) plan will be the first day of the month coinciding with or next following employment.

### **MAKING CONTRIBUTIONS**

#### **What is my “pay” under the plan?**

Your plan contains a definition of “pay” for calculating contribution amounts. Your plan may use different definitions of “pay” for other purposes. To learn more about what types of compensation are used by the plan, read your Summary Plan Description.

#### **How much may I contribute to the plan?**

The contribution(s) that you may make to the plan are displayed below:

#### **DEFERRED SALARY CONTRIBUTIONS – 457(b)**

Through payroll deduction, you may make Deferred Salary contributions up to 100% of your pay. These contributions consist of pre-tax dollars and earnings on these contributions grow tax-deferred.

You may begin making contributions monthly. You may increase or decrease the amount of your contributions monthly. You may stop your contributions any time.

The Internal Revenue Service (IRS) limits the total amount of pre-tax contributions you may make each calendar year. For 2014, this limit is \$17,500.00.

If you are age 50 or older any time in the calendar year, you may be able to make additional pre-tax contributions above and beyond normal plan and legal limits. For 2014, you can make up to \$5,500.00 in additional contributions.

You may have the ability to contribution additional contributions to the plan if you are within the last three calendar years before the year in which you reach Normal Retirement Age. Please see the Summary Plan Description for more details.

## **ROLLOVER CONTRIBUTIONS**

You may be able to roll over your existing retirement savings into this plan. Consolidating your retirement savings can help you continue benefiting from tax-deferred growth – despite any disruptions that may occur during your working life. Maintaining one retirement account also makes it easy for you to track your retirement savings. To learn more about making Rollover contributions to this plan, call 1-888-526-6905 and a Retirement Specialist will assist you.

## **MANAGING YOUR ACCOUNT**

### **How will I know how much is in my account?**

You will receive a personal statement quarterly. You may also use your Personal Identification Number (PIN) to access your account by calling 1-800-74FLASH<sup>SM</sup> (35274) or accessing The Journey<sup>SM</sup> at [www.massmutual.com/retire](http://www.massmutual.com/retire), 24 hours a day, 365 days a year. You can check your account balance, secure investment performance information, obtain loan information and apply for a loan, make investment changes, or request additional information about the plan.

### **How are my contributions invested?**

You give investment directions for all of your account, choosing from the investment options your plan provides. You can make changes to your investments by calling 1-800-74FLASH<sup>SM</sup> (35274) or by accessing The Journey<sup>SM</sup> at [www.massmutual.com/retire](http://www.massmutual.com/retire).

You may change your investment choices daily. You may transfer your existing balance to other investment options daily. If you do not make an investment selection, your contributions will be invested in the RetireSMART age based investment option.

As a plan participant, you are entitled to request certain information about your plan's investments, including: the annual operating expenses of each investment; financial statements, reports, or other materials relating to the plan's investments; a list of assets contained in each investment portfolio; the value of those assets and fund units or shares; and the past and current performance of each investment.

### **How does vesting (ownership) apply to my account?**

Plans set a “vesting schedule” to determine what percentage of ownership you can apply to your account at specific points in time. You are always 100% vested in any Salary Deferral and Rollover contributions, plus earnings.

## **TAKING A DISTRIBUTION**

### **When may I withdraw money from the plan?**

The plan is designed to help you save for retirement. So, the IRS has placed restrictions on when you may withdraw money from the plan. You may withdraw money from your account at:

#### **Termination**

You may receive your vested account balance. Additional requirements may apply.

**Unforeseeable Emergencies**

You may receive a withdrawal from the plan if you have an Unforeseeable Emergency. Additional requirements apply.

**Normal Retirement**

Age 65

**Disability Retirement**

Disability is determined based on the Social Security definition of disability, or once eligible for benefits under your employer's long term disability program.

**Death**

Your account balance will be paid to your designated beneficiary.

Your plan may allow withdrawals of certain contributions and earnings while you are employed. Your Summary Plan Description provides more details about distributions, including important tax information on the forms of benefit your plan offers.