



SOUTHERN CALIFORNIA PIPE TRADES ADMINISTRATIVE CORPORATION

501 Shatto Place, 5th Floor, Los Angeles, CA 90020 / (800) 595-7473 (213) 385-6161 / Fax (213) 385-2767 / www.scptac.org

Southern California Pipe Trades Defined Contribution Fund (401(k) Plan)

IMPORTANT NOTICE Automatic Enrollment

Effective January 1, 2014, there will be an important change to the Southern California Pipe Trades Defined Contribution Fund that affects you.

Effective January 1, 2014, if you are not already contributing to the 401(k) Plan, your employer must deduct from your wages Pre-tax 401(k) contributions in the amount of \$0.50 per hour for every hour worked. You may opt-out of automatic enrollment if you do so in writing on the Enrollment/Change/Opt-out form.

Find enclosed Supplement #2 which describes the Automatic Enrollment rules.

Here are the steps you must take:

Existing Employees

- If you are currently contributing to the 401(k) Plan (either Pre-Tax 401(k) or After-tax Roth 401(k)) you are not affected by Automatic Enrollment. You don't have to do anything.
- If you are not currently contributing to the 401(k) Plan, your employer must deduct from your wages \$0.50 per hour in Pre-Tax 401(k) contributions starting January 1, 2014, unless you opt-out, or enroll for a different amount, by completing the Enrollment/Change/Opt-Out form and returning it to your employer.

New Employees

- Your employer must deduct from your wages \$0.50 per hour in Pre-Tax 401(k) contributions as soon as you start working, unless you choose to opt-out or enroll for a different amount, by completing the Enrollment/Change/Opt-out form and returning it to your employer.

Any existing or new employee may elect to begin making Pre-Tax or Roth 401(k) contributions, and any such election overrides and replaces the \$0.50 Automatic Enrollment contribution.

Why this Change?

The Employer and Union Trustees of the Plan believe that saving for retirement is an important part of anyone's financial plan, and believe that the saving opportunities offered by the Defined Contribution Fund are a valuable benefit. Moreover, many participants are currently unable to

save as much money in the plan as they would like to, because not enough employees are participating.

Should you have any questions about this change after reading the enclosed materials, please contact the Fund Office:

Southern California Pipe Trades Administrative Corporation

Mail: 501 Shatto Place, Fifth Floor
Los Angeles, CA 90020

Phone: (800) 595-7473
(213) 385-6161

Press "0" and ask the Operator to connect you to the Defined Contribution Department

Fax: (213) 385-2767

Email: info@scptac.org

Web site: scptac.org