

403(b) UNIVERSAL AVAILABILITY NOTICE

The Opportunity

You have the opportunity to save for retirement by participating in the Queensbury Union Free School District's 403(b) plan ("Plan").

How Can I Participate?

You can participate in the Plan with pre-tax contributions by completing and submitting a Salary Reduction Agreement ("SRA") online at <http://www.omni403b.com/>, or by submitting a completed SRA form, which can be found on the same website, to The OMNI Group either by facsimile to (585) 436-3633 or by mail at 1099 Jay St., Bldg F, Rochester, NY, 14611 ("OMNI").

What Does The SRA Ask For?

In addition to personal data such as name, birth date and employer, you will be asked to select one or more of the service providers your employer ("Plan Sponsor") has approved as part of its Plan. The completion and proper signing of an SRA gives your employer the right to take from your paycheck the dollar amounts that you elect and contribute those amounts to your established 403(b) account. For a complete list of service providers available to you through the Plan please see your employer's page on OMNI's website, <http://www.omni403b.com/>, or call OMNI's Customer Care Center at 1-877-544-6664.

Who Can Participate?

According to your employer's current Plan Document, each employee shall be eligible to participate in the Plan and elect to have Elective Deferrals made on his or her behalf immediately upon becoming employed by the Employer.

How Much Can I Contribute Annually?

You may contribute up to \$19,500 in 2020 and 2021; this amount is subject to change annually. If you have at least 15 years of service with your employer or you are at least 50 years old, you may also be able to make additional catch-up contributions. For appropriate limits for your particular circumstances, please contact OMNI's Customer Care Center at 1-877-544-6664.

What If I Already Have An Account?

If you are already contributing to the Plan, and you want to change your contribution amount or service provider, simply complete and submit a new Salary Reduction Agreement (SRA). See directions above for on-line and paper submission options.

What If I Do Not Want To Contribute?

If you do not want to take advantage of this program, simply submit an SRA with the option "I do not wish to participate at this time" selected. See directions above for on-line and paper submission options.