## **Online Enrollment Steps**

## It's time to ENROLL in your Retirement Plan!

You're now free to login and make your elections in your retirement plan. The process can seem complicated, but we have made it quick and easy. Simply follow the instructions below, or contact one of our representatives for assistance today!

## Visit <u>www.my401kdata.com</u> and follow these instructions to enroll online:

- 1. From the Menu, click on "PARTICIPANTS",then "PARTICIPANT LOGIN" from the side menu.
- 2. Enter your social security number (without dashes) as your user name.
- 3. Enter the last 4 digits of your social security number as your password.
- 4. Login
- 5. Complete the enrollment steps including personal info, beneficiary information, contribution amount, and investment elections.
- 6. Confirm your elections. Make sure your progress is updated to "100% complete".

If you have any questions or would like someone to guide you through the enrollment process, please contact TPC 401(k) at 1.888.505.4484.

SECURE LOGIN
User ID:
Password:
Participant
Log In
Forgot your login?
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Important note: your progress will be shown throughout the process.

Your enrollment is not complete until your progress is at 100%.

