

# Welcome

## Take Advantage of a Retirement Savings Opportunity

As a new employee of Montgomery County Public Schools, you can participate in a 403(b) retirement program.

A 403(b) plan is a tax-deferred retirement program that permits you to reduce your compensation on a pre-tax basis and have the contribution deposited into a 403(b) investment.

It's easy to save because retirement contributions are deducted directly from your paycheck, sparing you any additional bother of making separate payments on your own time.

Should you choose to take advantage of this retirement savings opportunity, you will need to complete enrollment paperwork provided by the investment provider and a salary reduction agreement that authorizes us to deduct money from your paycheck. A salary reduction agreement is available at: [http://www.mcps.org/HumRes\\_Files/Benefits](http://www.mcps.org/HumRes_Files/Benefits) or from the Payroll office.

The current list of our approved 403(b) investment providers is attached.

We encourage you to contact each vendor for information about their 403(b) products and services so you can decide which one is best suited for your needs.

For more information about the 403(b) retirement plan, please contact the Payroll office (540-382-5100) or the Plan's third party administrator, ADMIN Partners, LLC at 877-484-4400.

Your 403(b) investment choice is a personal decision. The Montgomery County School Board does not provide tax, legal or investment advice and recommends that you seek advice from professionals who specialize in these areas before making any investments.