

HOW TO CHANGE YOUR FUTURE INVESTMENT CHOICES



Follow these steps to change how your future payroll contributions will be invested.

- 1 Log in to **Account Access** by visiting www.modeferredcomp.org or through the **ESS Portal**.
- 2 Select **Future Allocations** from the drop down box in the middle of the page.
- 3 Choose your new investment allocation by entering the percentage of your choice for the fund(s) you want your future payroll contributions to be invested in. **All three columns must equal 100% even if you're not considering a rollover or have a Roth contribution.** Select **Next** when complete.

The screenshot shows a list of accounts with a dropdown menu open. The dropdown menu includes options: View Account, Change Contributions, Fund Balances, Beneficiaries, Fund Transfer, **Future Allocations** (highlighted with a red circle), Statements & Confirms, and Account Activity.

Account ID	Account Name	Balance	Current Rate of Return
457	State Of Missouri 457 Plan #306856	\$25,120.79	6.2%
401	State Of Missouri 401 Plan #106350	\$1,088.14	6.2%
	Outside Accounts 0 Linked Accounts	\$0.00	

The screenshot shows a form with four rows for Missouri 2050, 2055, 2060, and 2065. Each row has three percentage input fields. The 'TOTAL' row is circled in red and shows 0%, 100%, 0%, 100%, 0%, and 100% in the respective columns. There are 'Cancel' and 'Next' buttons at the bottom.

Missouri 2050	0 %	0 %	0 %			
Missouri 2055	0 %	0 %	0 %			
Missouri 2060	0 %	0 %	0 %			
Missouri 2065	0 %	0 %	0 %			
TOTAL	0%	100%	0%	100%	0%	100%

- 4 In the pop-up window, choose **Change Future Allocation Only** if you only want to change how your future contributions are invested. If you want to also change how your existing funds are invested, select **Change Current and Future**.
- 5 Review your changes and click **Submit** if the information on the confirmation page is correct. If additional changes are needed, select the **Previous** button.

The pop-up window is titled "Before you proceed" and contains the following text: "You are changing the way your future allocations will be invested. You may also realign your existing account balances to match your new allocations. Please select an option below to continue." Below the text are three buttons: "Cancel", "Change Future Allocations Only", and "Change Current and Future".