

# RetirementManager

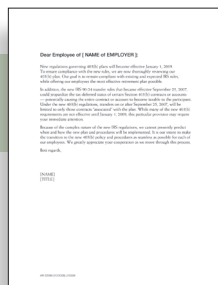
## Universal Availability Employee Notification Tools

Notifying your employees about the Universal Availability status of your plan is easy. Just use the templates, shown below, that we have prepared for your use. You'll find them at our dedicated Web site, **403bUniversity.com**.

Go to: **403bUniversity.com**

then click: **Managing My Plan**

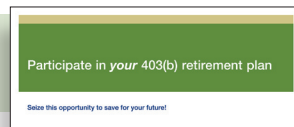
then: **Step 1: Update universal availability of your plan**



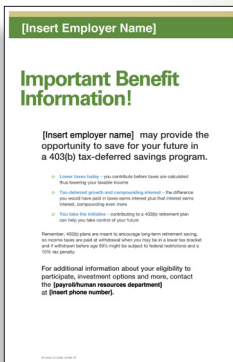
Employee notification letter (AR 22096)



Employee notification flier (AR 20040)



Employee notification payroll stuffer (AR 20041)



Employee notification poster (AR 20042)