



Associated Industries Management Services

## UBS and Atlas Staffing Retirement Plan



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UBS Retirement Plan Consulting Services

Welcome to the Atlas Staffing 401(k) plan

Atlas Staffing has partnered with the Associated Industries and UBS, one of the nation's leading retirement services to providers, for a quality 401(k) plan.



# Plan Highlights

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## About the 401(k) Plan

### Eligibility Requirements

- Age 21 or older
- Completed 1 year(s) of service

### Enrollment

Once you are eligible to participate in the plan, you will be automatically enrolled at the below percentage:

- Before tax rate of 3%.

Your contribution rate will automatically increase to the below percentage:

- Before Tax percentage of 1% annually until you reach before tax percentage of 6%

Unless you select a different deferral amount or choose to opt out of the Auto Enrollment during the 30 day wait

### Contribution Limits

#### Before Tax

- In 2025, the Before Tax amount is between 1% and 100% of your compensation or \$23,500.00, whichever is less.
- Participants turning age 50 or older in 2025, may contribute an additional \$7,500.00.
- Participants who are age 60-63 during the calendar year in 2025, may contribute the age 50 limit plus \$3,750.00.

#### Roth

- The Roth option will give you the flexibility to designate all or part of your 401(k) elective deferrals as Roth contributions.
- Roth contributions are made with after-tax dollars, as opposed to the pre-tax dollars you contribute to a traditional 401(k).

**Eligible employees may enroll each month.**

# Plan Highlights

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## About the 401(k) Plan

### Employer Contributions

#### Tiered Match Contribution

- Your plan provides for a match of 100% of deferrals up to 1% of compensation and then 50% of deferrals on 1% to 6% of compensation.

#### Profit Sharing

- Your plan may provide for a profit-sharing contribution in an amount to be determined by your employer.

### Eligibility Fixed, Tiered, Profit Sharing Match Requirements

- Age 21 or older
- Completed 1 year(s) of service

### Withdrawals

Qualifying distribution events are as follows

- Retirement.
- Permanent disability.
- Financial hardship (as defined by the Internal Revenue Code and your Plan's provisions).
- Severance of employment (as defined by the Internal Revenue Code provisions).
- Attainment of age 59 ½.
- Qualified birth or adoption
- Death (your beneficiary receives your benefits).

Ordinary income tax will apply to each distribution. Distributions received prior to age 59 1/2 may also be assessed at 10% early withdrawal federal tax penalty.

**Eligible employees may enroll each month.**

# Plan Highlights

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## About the 401(k) Plan

### Vesting Schedule

The value of your contributions to the plan and any earning are always 100% vested. The value of the employer match contributions to the plan are vested as follows:

Years of Service	Vested Percentage of Employer Contributions
0-2 Year(s)	0%
2 Years and over	100%

The value of employer profit-sharing contributions to the plan are vested as follows:

Years of Service	Vested Percentage of Employer Contributions
0-2 Year(s)	0%
2-3 Year(s)	20%
3-4 Year(s)	40%
4-5 Year(s)	60%
5-6 Year(s)	80%
6 Years and over	100%

**Eligible employees may enroll each month.**

### Loans

Your plan allows you to borrow the lesser of \$50,000.00 or 50% of your eligible total vested account balance. The minimum loan amount is \$1,000.00 and you have up to 60 months to repay your general purpose loan or up to 180 months if the money is used to purchase your primary residence.

### Rollovers

- Only Plan Administrator approved balances from an eligible governmental 457(b), 401(k), 403(b) or 401(a) plan or an Individual Retirement Account (IRA) may be rolled over to the Plan.

Welcome to Atlas Staffing 401(k) Plan

# Important Participant Tasks

**Cyber Security and Enrollment – Log in to protect and secure your account.**

You may enroll by using the online enrollment option available at:

[empowermyretirement.com](https://empowermyretirement.com)

Select Register

- Choose the I do not have a PIN tab.
- Follow the prompts to create your username and password.

If we don't have your email or phone number on file from your employer, or if you have another account with Empower (with a former employer, for example), you will need to call to access your new plan account. For more help, call **800-338-4015**



## Beneficiary Selection

You may select your beneficiaries for your funds once you have enrolled. You can update your beneficiaries at any time.

Select Overview

- Select Account.
- From the dropdown menu select Overview.
- Select Beneficiary.
- Add your Designated Beneficiary, at least one primary.
- You can add multiple beneficiaries in the system.

## Designate beneficiary

You must designate at least one primary beneficiary.



Are you married?

Yes

No

Continue

Welcome to Atlas Staffing 401(k) Plan

# Investment Options

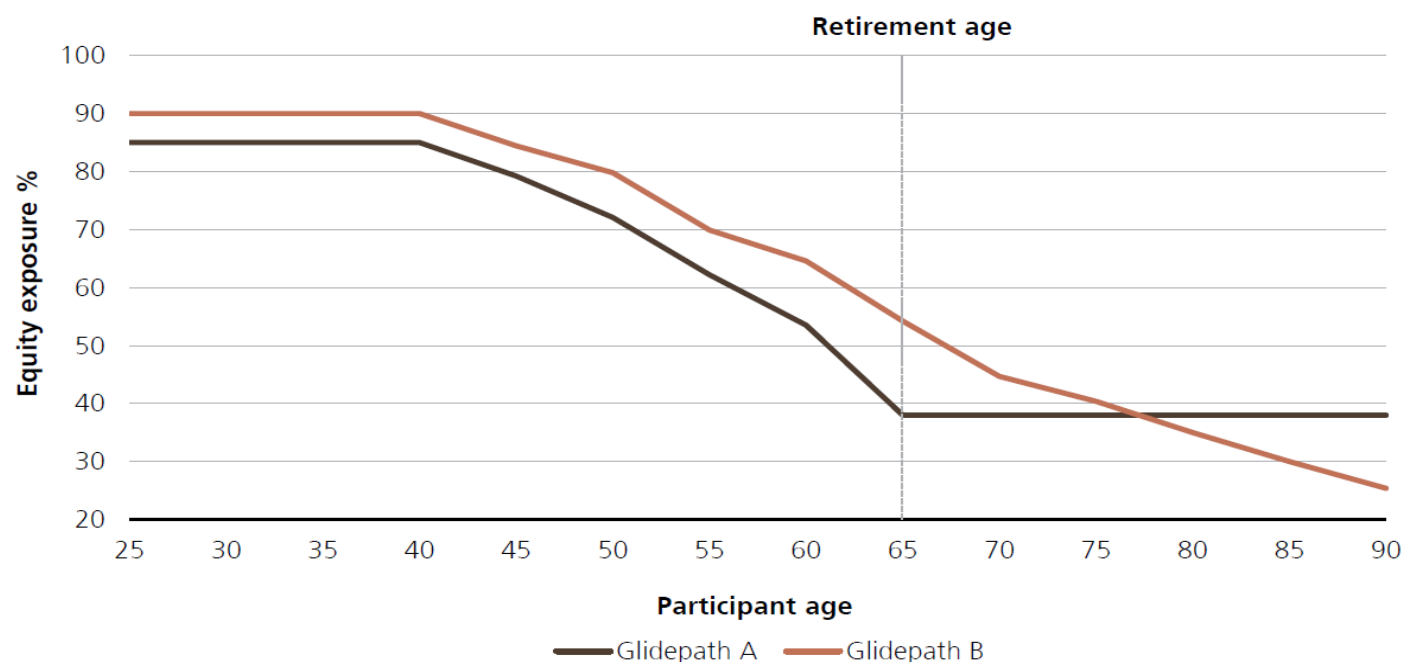


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# Target Date Funds

Target date funds consist of multiple, dynamic portfolios managed to a target year, which generally corresponds to a participant's planned retirement age. Target date funds offer a long-term strategy based on holding a mix of stock, bonds and other investments that automatically changes over time. The asset allocation mix of the portfolios becomes more conservative as the target date approaches, which can make these funds an attractive investment option for plan participants who do not want to actively manage their retirement savings. The shift in the asset allocation over time is called the fund's glidepath.

Sample equity exposure in glidepaths



Source: Morningstar.

## For more information regarding selecting and monitoring target date funds

See “Target Date Retirement Funds—Tips for ERISA Plan Fiduciaries” (February 2013) still the version that comes up from the US Department of Labor available at <https://www.dol.gov/sites/default/files/ebsa/about-ebsa/our-activities/resource-center/fact-sheets/target-date-retirement-funds.pdf>.

**UBS Retirement Plan Manager** is an investment advisory program. Details regarding the program including fees, services, features and suitability are provided in the Form ADV Disclosure, available from your Advisor or accessed at [ubs.com/accountdisclosures](https://ubs.com/accountdisclosures).



# Target Date Funds

The below Target date funds are available for Atlas Staffing 401(k). You can select the fund date closest to your retirement date.

NAME	TICKER	Investment Exp
T Rowe Price Retirement 2010 I. . . . .	<b>TRPUX</b>	0.34%
T Rowe Price Retirement 2015 I. . . . .	<b>TRUBX</b>	0.35%
T Rowe Price Retirement 2020 I. . . . .	<b>TRDBX</b>	0.38%
T Rowe Price Retirement 2025 I. . . . .	<b>TREHX</b>	0.38%
T Rowe Price Retirement 2030 I. . . . .	<b>TRFHX</b>	0.40%
T Rowe Price Retirement 2035 I. . . . .	<b>TRFJX</b>	0.42%
T Rowe Price Retirement 2040 I. . . . .	<b>TRHDX</b>	0.43%
T Rowe Price Retirement 2045 I. . . . .	<b>TRIKX</b>	0.44%
T Rowe Price Retirement 2050 I. . . . .	<b>TRJLX</b>	0.45%
T Rowe Price Retirement 2055 I. . . . .	<b>TRJMX</b>	0.46%
T Rowe Price Retirement 2060 I. . . . .	<b>TRLNX</b>	0.46%
T Rowe Price Retirement 2065 I. . . . .	<b>TRMOX</b>	0.46%

NAME	TICKER	Investment Exp
Vanguard Target Retirement 2020 Inv. . . . .	<b>VTWNX</b>	0.08%
Vanguard Target Retirement 2025 Inv. . . . .	<b>VTTVX</b>	0.08%
Vanguard Target Retirement 2030 Inv. . . . .	<b>VTHRXX</b>	0.08%
Vanguard Target Retirement 2035 Inv. . . . .	<b>VTTHX</b>	0.08%
Vanguard Target Retirement 2040 Inv. . . . .	<b>VFORX</b>	0.08%
Vanguard Target Retirement 2045 Inv. . . . .	<b>VTIVX</b>	0.08%
Vanguard Target Retirement 2050 Inv. . . . .	<b>VFIFX</b>	0.08%
Vanguard Target Retirement 2055 Inv. . . . .	<b>VFFVX</b>	0.08%
Vanguard Target Retirement 2060 Inv. . . . .	<b>VTTSX</b>	0.08%
Vanguard Target Retirement 2065 Inv. . . . .	<b>VLXVX</b>	0.08%
Vanguard Target Retirement 2070 Inv. . . . .	<b>VSVNX</b>	0.08%

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Target date funds are funds where the target date is the approximate date when investors plan to start withdrawing their money. Generally, the asset allocation of each fund will change overtime, with the asset allocation becoming more conservative as the fund nears the target retirement date. **The principal value of the fund(s) is not guaranteed at any time, including at the target date.**

# Asset Allocation Models – American Funds

## How does asset allocation work?

Asset allocation works on the principle that investments in various asset classes will react to changing markets with materially different rates of return and levels of volatility. Volatility risk is the risk that the value of your investments will fluctuate over time and could drop in value. For example, while one investment may suffer a decline due to market fluctuation, another investment may simultaneously increase in value and offset the decline.

## For the American Funds Portfolio Series:

The objective-based framework for the American Funds Portfolio Series mirrors the way investor's view and handle their personal finances. This allows them to divide their assets based on their needs and goals. The underlying funds in each of these portfolios were carefully selected and tested to pursue real-life investment objectives.

American Funds managed portfolios take into account investors' goals, objectives, time horizons and appetite for risk. This approach provides you with a number of choices in tailoring investments to pursue specific goals, such as saving for college and retirement, reducing taxes and generating income in retirement.

### American Funds Global Growth Portfolio

11 bond holdings
1,439 equity holdings
51 portfolio managers
28 avg. years experience



### American Funds Growth Portfolio

3 bond holdings
1,325 equity holdings
50 portfolio managers
27 avg. years experience



### American Funds Growth and Income Portfolio

1,557 bond holdings
1,441 equity holdings
66 portfolio managers
28 avg. years experience



### American Funds Moderate Growth and Income Portfolio

1,542 bond holdings
1,425 equity holdings
60 portfolio managers
27 avg. years experience



### American Funds Conservative Growth and Income Portfolio

1,550 bond holdings
483 equity holdings
40 portfolio managers
29 avg. years experience



# Asset Allocation Models - Vanguard

Asset allocation is the disciplined process of strategically dividing your money among a range of asset classes, such as stocks, bonds and stable value investments, each of which have different risk and return characteristics. (See the following pages for a description of each asset class and the risks typically associated with each.)

Taking into consideration your goals, time horizon and tolerance for risk, you can develop a focused, disciplined approach to investing that can help you pursue individual goals within your risk profile.

For Vanguard Investors may choose to invest in any of the four LifeStrategy funds based on personal objectives, time horizons, risk tolerances, and financial circumstances

- Vanguard LifeStrategy Income Fund  
— Seeks current income.
- Vanguard LifeStrategy Conservative Growth Fund  
— Seeks current income and low-to-moderate growth of capital.

- Vanguard LifeStrategy Moderate Growth Fund  
— Seeks growth of capital and a reasonable level of current income.
- Vanguard LifeStrategy Growth Fund  
— Seeks growth of capital.

## LifeStrategy Target Allocations

	Income	Conservative Growth	Moderate Growth	Growth
Vanguard Total Stock Market Index Investor Shares	12%	24%	36%	48%
Vanguard Total International Stock Market Index Investor Shares	8%	16%	24%	32%
<b>Total Equities</b>	<b>20%</b>	<b>40%</b>	<b>60%</b>	<b>80%</b>
Vanguard Total Bond Market Index Investor Shares	56%	42%	28%	14%
Vanguard Total International Bond Market Index Investor Shares	24%	18%	12%	6%
<b>Total Fixed Income</b>	<b>80%</b>	<b>60%</b>	<b>40%</b>	<b>20%</b>

# Asset Allocation Models

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Asset Allocation model funds you can select the below:

NAME	TICKER	Investment Exp
American Funds Global Gr Port R-6. . . . .	<b>RGGGX</b>	. . . . . 0.45%
American Funds Growth Portfolio R-6. . . . .	<b>RGWGX</b>	. . . . . 0.38%
Amer Funds Moderate G/I Portfolio R6. . . . .	<b>RBAGX</b>	. . . . . 0.35%
American Funds Gr and Inc Port R-6. . . . .	<b>RGNGX</b>	. . . . . 0.34%
Amer Funds Conserv G/I Portfolio R6. . . . .	<b>RINGX</b>	. . . . . 0.30%

NAME	TICKER	Investment Exp
Vanguard LifeStrategy Growth Inv. . . . .	<b>VASGX</b>	. . . . . 0.14%
Vanguard LifeStrategy Cnsvr Gr Inv. . . . .	<b>VSCGX</b>	. . . . . 0.12%
Vanguard LifeStrategy Moderate Growth. . . . .	<b>VSMGX</b>	. . . . . 0.13%
Vanguard LifeStrategy Income Inv. . . . .	<b>VASIX</b>	. . . . . 0.11%

Individual Investment Options – The below funds are individual investment options to choose from as well.

NAME	TICKER	Investment Exp
Reliance MetLife Series 25053 CI 0. . . . .	<b>METSV3</b>	. . . . . 0.52%
Vanguard Total Bond Market Index Admiral. . . . .	<b>VBTLX</b>	. . . . . 0.04%
Vanguard Target Retirement Income Inv. . . . .	<b>VTINX</b>	. . . . . 0.08%
Vanguard 500 Index Admiral. . . . .	<b>VFIAX</b>	. . . . . 0.04%

The UBS Retirement Plan Asset Allocation strategies ("UBS Retirement Strategies") are provided for illustrative purposes and were designed for hypothetical participants in US defined contribution retirement plans with a total return objective under six different Investor Risk Profiles (which include varying time horizons): conservative, moderately conservative, moderate, moderately aggressive, aggressive and in addition, an all-equity strategy. The strategies employ high level asset classes that are typically offered in a US defined contribution retirement plan menu.

Welcome to Atlas Staffing 401(k) Plan

# Becoming a Good Investor



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# Atlas Staffing 401(k) Educational Links

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Your employer has partnered with UBS Financial Services Inc., the advisor of our retirement plan, to offer you access to financial education, all at no cost to you.

## What you can expect from UBS

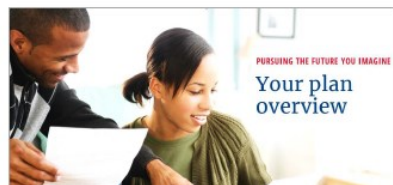
UBS, a global leader in wealth management, has a long legacy of assisting individuals and families in investing in their futures. If you are looking to improve your financial knowledge, or help ensure your retirement plan is on track, talk with a UBS Financial Coach to assist you wherever you are on your journey. Some highlights of the new resources include:

- Invitations to special webcast events aimed to help you save and invest wisely for your future.
- Access to UBS Financial Coaches that provide, personalized education tailored to your needs.

**To receive more information, additional support, and to be included in future communications, simply access the below links.**

## [UBS Financial Wellness](#) [UBS Retirement Investment Advice](#)

### Empower E-learning



#### Enrollment/Plan overview

##### Viewers will learn:

- The benefits of saving in the plan.
- Retirement planning basics.
- How to enroll and next steps.



#### Empower personalized web experience

##### Viewers will learn about:

- Simplifying their financial life.
- Getting a complete financial picture in one place.
- Tools to help manage their day-to-day finances and plan for the future.
- Security and risk management.

## [Enrollment](#)

## [Personalized Web](#)

# What are your questions?

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Access to UBS Financial Coaches:

## UBS Financial Coaches

Access to your local Retirement Plan Advisors:



Mike Mumford, CRPS® CEPA®  
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**UBS Retirement Plan Consulting Services** is an investment advisory program. Details regarding the program, including fees, services, features and suitability, are provided in the ADV Disclosure, available from your Financial Advisor or accessed at [ubs.com/accountdisclosures](https://ubs.com/accountdisclosures).

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Investment options for the program will be limited to those investments that have been reviewed by UBS and which are available on the plan's record-keeper platform. If a Client elects to include investment options under their plan that are ineligible for the program (e.g., employer securities, self-directed brokerage accounts, frozen accounts, etc.), UBS's services will not include a review of the investment performance or recommendations regarding whether a plan should offer or continue to offer any such investments as an investment option under the plan and UBS will not include the value of any such investments when calculating its fees.

Investment advice provided as part of the program may not be implemented through UBS. The plan's assets may not be custodied at UBS and UBS will not execute transactions for the plan or provide information regarding plan holdings and values.

#### **Important information about advisory and brokerage services**

As a firm providing wealth management services to clients, UBS Financial Services Inc. offers investment advisory services in its capacity as an SEC-registered investment adviser and brokerage services in its capacity as an SEC-registered broker-dealer. Investment advisory services and brokerage services are separate and distinct, differ in material ways and are governed by different laws and separate arrangements. It is important that clients understand the ways in which we conduct business, that they carefully read the agreements and disclosures that we provide to them about the products or services we offer. For more information, please review the PDF document at [ubs.com/relationshipsummary](https://ubs.com/relationshipsummary).

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