

HOW TO OPEN A PAYROLL SLOT

Security Benefit provides 403(b) and 457 retirement plans, offering a complete set of resources for school districts to help education professionals overcome retirement planning and saving obstacles.

Put us to work for your employees today! Add Security Benefit to your payroll roster.

- ▶ Send Security Benefit
 1. A copy of your Plan Adoption Agreement
 2. Your TPA's name, address, and contact number
 3. Your NCES identification number
 4. All paperwork you require Security Benefit to fill out for your plan
- ▶ Mail these four items to
Security Benefit RPS
Re: New school district payroll slot
P.O. Box 750560
Topeka, KS 66636-0560
- ▶ **OR** Fax to 785-368-1772
- ▶ **Designating the Payroll Slot**

Please designate the payroll slot "Security Benefit." Security Benefit is the entity (company) responsible for information sharing and other services related to participants' accounts, including the relationship with any third party administrators (if applicable).
- ▶ Or, overnight the four items to
Mail Zone 560 (RP)
Re: New school district payroll slot
One Security Benefit Place
Topeka KS 66636-0001

For more information about retirement programs, or for a comprehensive review of your current plan contact 800.747.5164, option 3 | SecurityBenefit.com

