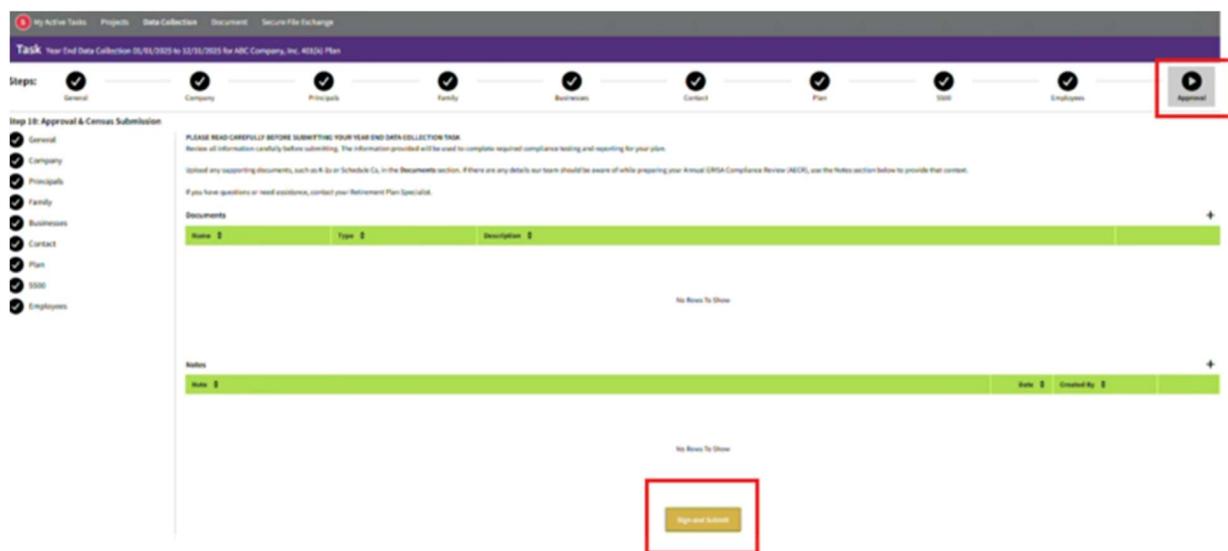


Thank you for working on your annual census and questionnaire. We noticed there's one final task remaining—the Sign & Submit step. We're not sure if this was intentional or may have been missed, so we wanted to check in.

This approval is required before we can begin reviewing your data and moving your plan through year-end compliance.

To finalize your submission, please:

- Log in to the [Client Portal](#)
- Access the 2025 Year End Data Collection project
- Select the **Approval** screen
- Click the **Sign and Submit** button
- Enter the requested information and click **Save**



As always, our [Resource Center](#) is available with important dates, how-to guides, instructional videos, step-by-step walkthroughs, and a recording of our recent webinar to support you throughout the year-end process.

If you have any questions or need assistance, please contact your Retirement Plan Specialist.