

# Helping you and your company during challenging times



At ADP, we built our business around supporting the payroll, HR and retirement needs of businesses large and small. The success of our clients has translated into our success. And for that, we're always grateful.

Now we're facing a challenge unlike any other. One that affects our businesses, our homes and the people we care about most. And while we are confident that we will collectively overcome this challenge, we understand that many of us will need some support along the way.

We want to let you know how ADP Retirement Services is handling this difficult time with respect to the implementation and on-boarding of your plan:

- All associates have full systems access and remote capabilities
- We will keep you informed and respond in a timely manner to address all your inquiries
- All plan administrator training, and employee education meetings are being performed virtually, via webinar
- We remain focused on data security and integrity with the power of ADP's secure network
- We can provide minimal disruption through in-kind transfers with mapping of salary deferral and investment elections
- All client communications will continue to be handled via phone and electronically
- Service levels remain unchanged and we continue to on-board new clients

ADP's innovative tools and technology can help ease your plan's transition and give your employees easy access to the plan so they can focus on their retirement readiness.

- Employees can enroll electronically through the ADP Mobile App.
- Once enrolled, employees can initiate transactions such as contribution and balance allocation changes.
- Participants have online access to a financial wellness program that provides educational tools and content to help them manage their financial matters during this turbulent time.
- ADP's SMARTSync® — available to our joint ADP payroll and Retirement Services clients — automatically passes indicative data securely in real-time between each systems platform eliminating manual data entry tasks reducing the potential for errors and saving you time.

At ADP, we create benefits solutions that deliver long-term value. Our leading-edge technology, knowledgeable support team and plan benefit flexibility can help your business and your employees thrive.



Always Designing  
for People™

For 70 years, ADP has been reshaping the way people work. We make benefits solutions — including retirement plans — that deliver long-term value. With ADP, you'll get leading-edge technology, a knowledgeable support team, and the flexibility to design an outstanding retirement plan benefit that can help everyone thrive.

We are here to support your business and your employees in whatever way we can. Stay well and be safe.



## We're here to help.

For more information about ADP retirement plan solutions and how they can meet the needs of your workforce, please contact us today at (800)432-401k or visit [www.adp.com](http://www.adp.com).

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