Navigation Steps to Omni's Website

JCPS specific plan information is available on OMNI's website at <u>www.omni403b.com</u>. This information can be viewed by following the steps below:

Go to OMNI's website at www.omni403b.com and select the purple button labeled "Participants":



Next, in the lower left-hand corner in the blue box select the Employer's State:



On the same page, in the lower left-hand corner, begin entering the Employer Name. Note that when you begin typing the name, a dropdown box will appear where you can select the correct name. Click on the highlighted name of our district, and then click on Show Details.



You have now reached the Organization Page where you will find the following information:

- 1. Participating Service Providers This section identifies those service providers that employees are allowed to make contributions to and the types of investments they offer.
- 2. Salary Reduction Agreement (SRA) This section is where employees can submit an online form or print the SRA form to start, stop or make a change to their contribution.
- **3. Plan Transactions & Forms** This section is where you will find the forms needed to initiate a transaction such as a distribution or loan.
- 4. Education This section offers links to more information about 403b investing.

