

## Wilcrest Field Services, Inc. 401(K) Plan

### **When can I enroll in the Plan?**

- You are eligible to participate in the Plan if:
  - You complete 1 month of service and are at least 21 years old.
- Once you satisfy these requirements, you will become a participant in the Plan on the first day of the following month.

### **How do I enroll?**

- You will receive an enrollment package from Fidelity shortly after your first paycheck.
- To enroll in the Plan, log on to Fidelity NetBenefits at [www.netbenefits.com](http://www.netbenefits.com), and click on "New User Registration". Follow the easy instructions to enroll online.

### **How much can I contribute?**

- Through automatic payroll deduction, you may contribute between 1% and 100% of your eligible pay up to the annual IRS dollar limit.

### **What are the IRS contribution limits?**

- If you are under age 50, the IRS contribution limit for 2014 is \$17,500
- If you are age 50 or older, or will reach age 50 during this calendar year and have reached the annual IRS Contribution limit or the Plan's maximum contribution limit for the year, you may make an additional "catch-up" contribution of \$5,500.

### **What is the Roth 401(k) option?**

- Unlike your traditional, pre-tax 401(k) deferrals, the Roth 401(k) feature allows you to contribute after-tax dollars, but then withdraw tax-free dollars from your account when you retire, provided the distribution is "qualified". *A qualified distribution is one that is taken after the five taxable year period beginning January 1 of the year for which your first designated Roth contribution to the plan is made (or to a previous plan, if that amount was subsequently rolled over to the distributing plan) AND you turn age 59 ½, become disabled, or die. If you are eligible to make traditional pretax 401(k) contributions, you can also make Roth 401(k) contributions. Your total contributions to the plan (both Roth 401(k) deferrals and traditional pre-tax contributions) cannot exceed IRS limits, or your plan's limit, if less.*

### **Does the Company contribute to my account?**

- Your employer will make safe harbor matching contributions to your account based on your contributions. The amount will equal 100% of the first 3% of compensation you contribute to the Plan and 50% of the next 2% of compensation you contribute to the Plan.
- To be eligible for matching contributions you are required to make employee deferral contributions.

### **When am I Vested?**

- You are always 100% vested in your employee deferral account(s), rollover account, safe harbor matching contributions and any earnings thereon.
- Any other employer contributions and earnings will be vested in accordance with the following schedule:
  - less than 3 years of service 0% - 3 or more years of service 100%

For information about your plan, visit NetBenefits at [www.netbenefits.com](http://www.netbenefits.com) or call the Fidelity Retirement Benefits Line at 1-800-294-4015.

Your retirement plan's financial advisor contact information

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