

# How to Change Your 401(k) Contribution Rate

Log in to your VOYA 401(k) Account at [www.VoyaRetirementPlans.com](http://www.VoyaRetirementPlans.com)

If you've never logged in before, instructions as to how to do so may be found on ADP under RESOURCES > Forms Library > 401(k) > [How to Enroll in 401\(k\)](#).

Adjust your "Contribution Rate", to the right of the orange dollar figure.

Home Message Center

Your Retirement Plan Last login Oct 27, 2014 01:47 PM ET The total of your accounts is..... \$

### Your Estimated Monthly Income Goal at Retirement

Estimated Monthly Income    Estimated Monthly Goal    Estimated Shortfall

Hypothetical Presentation

1 From Account Balance    2 From Social Security    3 Estimated Shortfall

How does this work?    About You    Organize your \$\$\$

NORCO, INC. 401K SAVINGS & PROFIT SHARING PLAN

**Contribution Rate** ?

Employee PreTax

10%

per pay period

**Estimated Retirement Age** ?

67

**Assumed Rate of Return/Investment Risk** ?

6% Moderate

Include Social Security     Other Income

Reset    **Make Change Now**

Confirm once...

**Validation Successful**

The contribution amount(s) selected are within plan limits.

You may now make the change

Close    **I like it, let's do it**

Confirm again...

**Review Change Contributions**

Please confirm that you want to change your future contribution as follows:  
- Change Employee PreTax from 6% to 10%  
To process this transaction, click Submit. To return without processing this transaction, click Cancel.

Cancel    **Submit**

Congratulations! Your change is made!

You'll receive a confirmation message (pop-up message), a confirmation email and a letter to your home address confirming the rate change.