

Empower Retirement Guide

[Add Paycheck Contributions](#)

[Add/Manage Beneficiaries](#)

[Manage Investments](#)

If you require additional assistance, please contact Empower's Participant Services at

1-800-338-4015

Login in to Empower

1. Go to Empower Retirement participant login: <https://participant.empower-retirement.com/participant/#/login>
2. Enter login information.

EMPOWER RETIREMENT | YOUR RETIREMENT PLAN

Fund Information | Plan Sponsor Center

Step 2: Enter login information

Participant Login

Username

Password

[Login help?](#)

SIGN IN

REGISTER

Empower Retirement Portal Home Page

EMPOWER RETIREMENT

Home | **My Accounts** | Me & My Money | Guidance

Retirement income | How do I compare

Tour | FAQ

Important
Your account is managed and edited through this link

My estimated retirement income

43% of my goal

Your Name Estimated monthly income: \$

Employer contributions \$ Income gap \$

My savings \$ Social Security \$

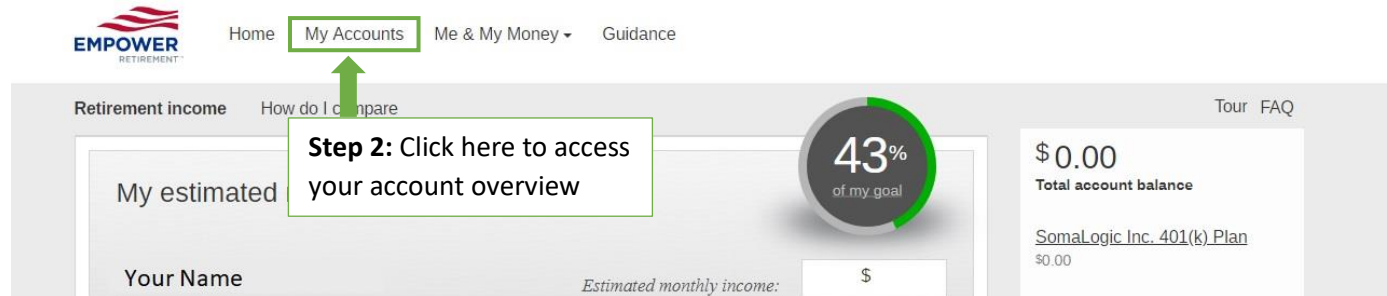
Total account balance \$0.00

SomaLogic Inc. 401(k) Plan \$0.00

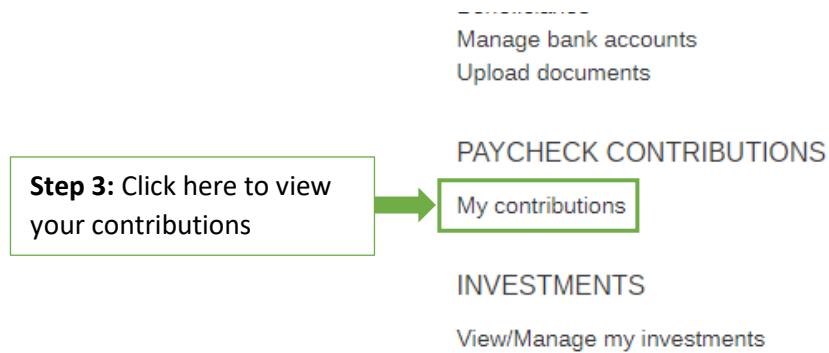
View details

Adding a Paycheck Contribution in Empower

1. Login to Empower Retirement: <https://participant.empower-retirement.com/participant/#/login>
2. Click “My Accounts” to access your account overview.



3. Click “My Contributions” located on the left-hand side of the page.



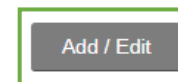
4. Click either “Edit” or “Add/Edit”. Both will take you to the same next page.

My Contributions

Contribution	Type	
6%	Before Tax	Edit



Standard contributions are deducted from your paycheck. Contributions in the Standard group include Before Tax and Roth.



Step 4: Click here to edit current paycheck contributions. You can choose “Before Tax”, “Roth”, or “Split Your Contribution”

5. Enter in the amount you wish to contribute each paycheck. Then select "Continue".

Step 5: Per our Plan, you may only choose the "Percent" option. Use the Slide bar to choose the amount you want

Standard contribution
Select the contribution to be automatically deducted from your paycheck.

Select another contribution rate

MY STANDARD CONTRIBUTION
6%
\$175.01 per pay period
The estimated amount to be deducted from your paycheck is based on the salary provided times your contribution rate.

COMPANY MATCH
SomaLogic Inc. 401(k) Plan matches up to
• 100% of deferrals up to 4% of compensation

Percent Dollar
6%

Back Continue

6. Select what type of contribution you want to make: "Before Tax", "Roth" or "Split Your Contribution". Then select "Continue".

Step 6: Choose where you want your contribution to be deposited.

SomaLogic Inc. 401(k) Plan: Select Contribution

What type of contribution would you like to make?
[Compare them](#) | [Calculators](#) | [Plan Rules](#)

Before Tax
Before-tax contributions are made from before tax money.

Roth
Roth contributions are made from after-tax money.

6% Before Tax contribution
 6% Roth contribution
 Split your contribution

Back Continue

Adding Beneficiaries

1. Login to Empower Retirement: <https://participant.empower-retirement.com/participant/#/login>
2. Click "My Accounts" to access your account overview.

Home **My Accounts** Me & My Money ▾ Guidance

Retirement income How do I compare Tour FAQ

My estimated **43%** of my goal

Your Name Estimated monthly income: \$

\$ 0.00
Total account balance
SomaLogic Inc. 401(k) Plan
\$0.00

3. Click "Beneficiaries" located on the left-hand side of the page.

Home / My Accounts / Account Overview Print

ACCOUNT INFORMATION

- Account overview
- Balance
- Rate of return
- Transaction history
- Statements and documents
- Beneficiaries**
- Manage bank accounts
- Upload documents

Account overview

BALANCE
\$
[View details](#)

ANNUALIZED RATE OF RETURN
13.27% 3/1/2015 - 3/1/2018
[View details](#)

4. Select the beneficiary's name to edit information about a specific beneficiary.
5. Click "Add Another Beneficiary" to add beneficiaries to your plan.

My Beneficiaries

Your Primary Information

NAME	TYPE	ALLOCATION
Beneficiary's Name	Relationship	100 %

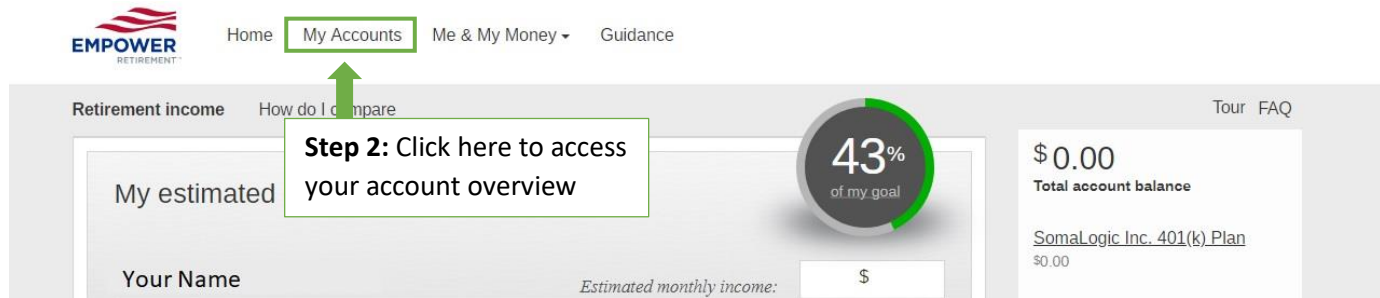
Add Another Beneficiary Confirm & Continue

Step 4: Click here to manage current beneficiaries

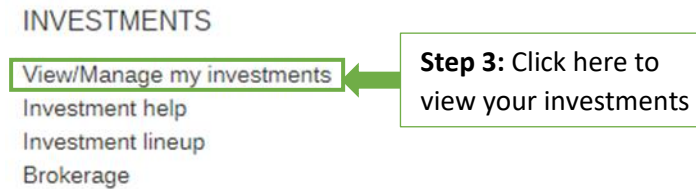
Step 5: Click here to add a beneficiary

Managing Investments

1. Login to Empower Retirement: <https://participant.empower-retirement.com/participant/#/login>
2. Click “My Accounts” to access your account overview.



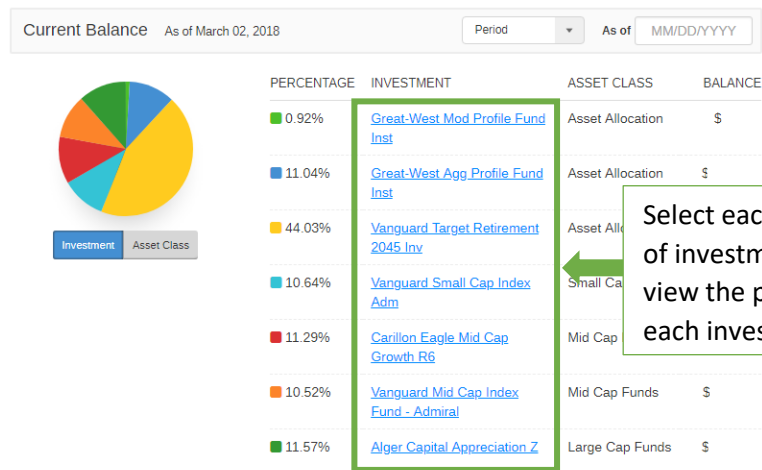
3. Click “My Contributions” located on the left-hand side of the page.



4. View your investment data as “Investment” or “Asset Class”.



5. Select "Change My Investments" to manage your investments.



Select each name of investment to view the profile for each investment

Future Allocation

PERCENTAGE	INVESTMENT	ASSET CLASS
100.00%	Vanguard Target Retirement 2045 Inv	Asset Allocation

Step 5: Select to change your investments

Change My Investments

6. Choose an option to change your investments. Then select "Continue".

Step 6: Choose How you want to change your investments. Make any additional selections if required (i.e. "Annually" is chosen for how often to rebalance the current balance

Rebalance my current balance

How often:

Direct my future investments this way

Change how my future contributions will be invested


Change how my current balance is invested

Dollar-cost average


Back

Continue

7. Select how you want to invest. Additional investment selections may be required depending on how you chose to invest.

 **Do It for Me**
Managed Account service automatically matches investments to your objectives and monitors and adjusts your investment strategy as you near retirement age or you update your personal financial information. [Learn More](#)

Enroll in Managed Account service

 **Help Me Do It**
Online investment advice can help you select investments that align with your retirement objectives.


Access Online Advice

Target date funds provide a single diversified fund based on the approximate year you would like to retire (which is assumed to be at age 65) and/or begin withdrawing money. The principal value of the funds is not guaranteed at any time, including the target date.

Choose a target date fund

Select a diversified fund that is based on the level of risk you are willing to take.

Choose a risk-based fund

 **Do It Myself**
Build your own portfolio from the funds available in your plan.

Choose individual funds

CURRENT

Online Guidance can help you get pointed in the right direction.

Access Online Guidance

Your current selection is marked.