



▶▶▶ INSPERITY 401(K) PLAN

Invest in your future

 **Insperity**[®]
HR that Makes a Difference[™]



Chart your course

Your journey to retirement is a marathon, not a sprint. And oftentimes, there's more than one path to choose from. The Insperity 401(k) Plan offers three different ways to approach investing – so you can save and invest with your own personal style.



Explore an investing approach that appeals to you.

CHOOSE YOUR DATE

Make it simple with a target retirement fund and move on with your life. Target retirement funds are single-fund solutions based on your anticipated retirement date.

HIRE THE PROS

For an additional fee, you can let ProNvest handle the heavy lifting. Signing up with ProNvest, an independent investment manager, provides you with objective, straightforward advice on investment and retirement planning.

DO IT YOURSELF

Choose your own mix from a balanced lineup of investment options. If you love getting into the details of how to invest your retirement savings, you can build your own portfolio with the different investment options within the plan.

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CHOOSE YOUR DATE - EXPLORE SINGLE-FUND SOLUTIONS

The target date retirement funds in the Insuperity 401(k) Plan are one of the easiest ways to save and invest for your future. Professionally managed by State Street Global Advisors, they're designed to be a diversified portfolio for participants aiming to retire within a few years of the year specified in the fund's name.

You'll get a mix of investments in stocks, bonds and cash equivalents, which will automatically adjust along a "glide path" for the funds to become more conservative as they approach and pass the year in the fund's name.

TARGET DATE RETIREMENT FUNDS: YOUR DEFAULT SETTING

If you don't elect your investments, any contributions you receive or make to the Plan are invested in what's known as the Qualified Default Investment Alternative (QDIA). For the Insuperity 401(k) Plan, the QDIA is the target date retirement fund based on your date of birth and when you will reach age 65.

How target date retirement funds work

It's as simple as selecting one fund with the date closest to the year you plan to retire. Let's say you want to retire at 65, and you'll be 65 in 2051. You would select the State Street Target Retirement 2050 Fund because that's the year closest to 2051.

The fund will invest your money in a mix of stocks and bonds. It will also rebalance investments every quarter and automatically adjust that investment mix to become more conservative as you near retirement.

When you reach your target date, your savings will continue to be invested conservatively through retirement.

Here's an example of how your money would be invested over the years:



Note: The example shown is intended for illustrative purposes only. The allocation will vary depending on the fund.

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HIRE THE PROS - INVESTMENT ADVICE FROM PRONVEST

If questions about which funds to invest in are getting in the way of your plans to save, then consider ProNvest, a professional registered investment advisor firm offering two levels of assistance.

At no additional cost, ProNvest offers a retirement review – an online tool that can help you:

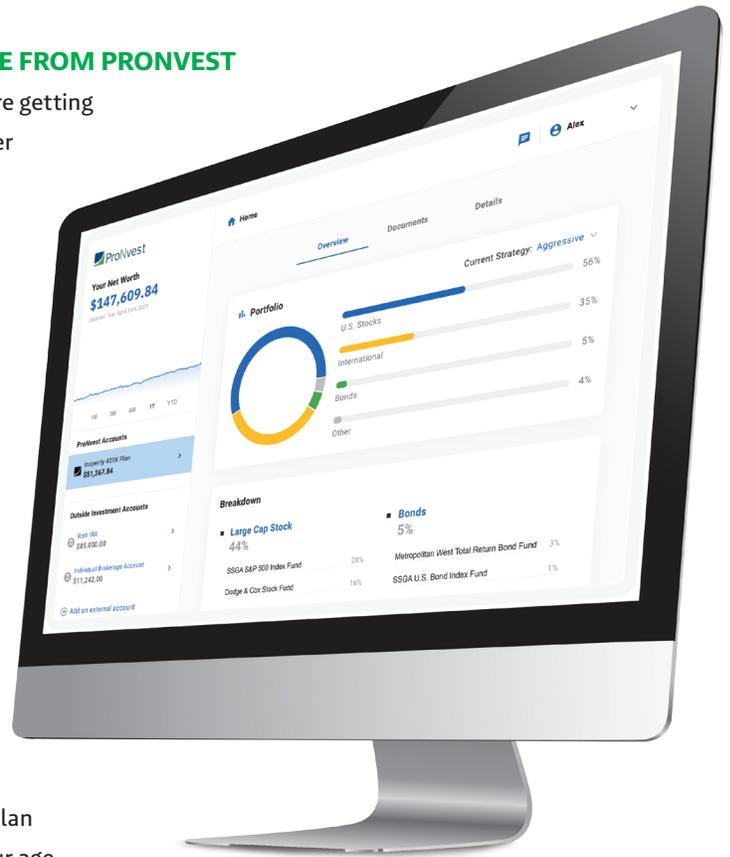
- Calculate how much money you may need to retire.
- Determine an investment strategy based on your age, risk tolerance and goals.

From there, you have the option to hire ProNvest for professional investment management services, including:

- Selecting the optimal funds within the plan to give you the best results based on your age, risk profile and goals.
- Rebalancing of your account at least quarterly and adjusting the mix over time as you get closer to retirement.

On top of all that, you can schedule an annual review or chat with their retirement counselors at any time.

Signing up with ProNvest is easy. Once you've enrolled in the Insperty 401(k) Plan, you can learn more and sign up with ProNvest at enroll.pronvest.com/insperty.



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DO IT YOURSELF – BUILD AND MANAGE YOUR PORTFOLIO

If you're confident about paving your own way, you can build your own portfolio with the different investment options within the plan. The Insperty 401(k) Plan's investment lineup includes a selection of active and passive funds among the most popular asset categories. This allows you to create an asset allocation that aligns with how long you want to work, how comfortable you are with market ups and downs, and your own financial needs.

TAKE ADVANTAGE OF INVESTING RESOURCES

Head to your [401\(k\) account online](#) to access videos, articles and tools to help you make investment decisions. You can view and download information about each investment from your account:

- **The Investment Summary** is updated quarterly to compare each investment's historical performance with a category average and market index. It also displays the gross expense ratio for easy analysis of the cost of investing in each fund. [Check the most recent quarter.](#)
- **Fund profiles** provide a brief description of a fund, along with its portfolio characteristics, performance and expense ratio. To view one, click on the name of the fund, wherever it is underlined.
- **Fund prospectuses or offering circulars** are comprehensive booklets on the investment option and its principal risks and strategies. To download a specific booklet, click on the book icon wherever it appears next to the fund name. Certain investment options (e.g., collective investment trusts) may not have a publicly available booklet.



ENROLLING IN THE INSPERITY 401(K) PLAN IS SIMPLE

- Log in to Insperty Premier™ at portal.insperity.com.
- Select 401(k) and then click the Enroll Now button.
- The SmartPlan™ enrollment wizard helps you determine how much to save and walks you through the enrollment process.

For one-on-one assistance with enrolling, call 866.715.3552, option 3, weekdays, 7 a.m. - 7 p.m. CT.



UNDERSTANDING THE INVESTMENTS IN THE PLAN

The Insperty 401(k) Plan offers a balanced lineup of investment options among different asset classes so you can build a balanced portfolio to help smooth your ride over the long term.

Major asset classes

Stable value funds are a type of fixed income investment similar to money market funds. They are designed to protect against losses while earning a small, but stable interest rate.

Bond funds invest primarily in bonds (such as government and corporate bonds) and other debt securities. Their investment objectives and strategies determine the types of bonds they purchase.

Stock or equity funds invest primarily in stocks. Their investment objectives and strategies determine the types of stocks they purchase. The Insperty 401(k) Plan offers a diverse selection of stock fund options based on company size and market value (e.g., large-cap, mid-cap, and small-cap) and style (e.g., growth or value) or sector (e.g., international).

Investment management styles

Passively managed funds, such as index funds, typically invest in the stocks or bonds available in the market specified by the fund's benchmark. The goal of a passively managed index fund is to match the performance of the fund's benchmark. Generally, passively managed funds have lower fees than actively managed funds.

Actively managed funds aim to outperform the fund's stated benchmark by combining in-depth research and expertise of the designated portfolio manager to take advantage of market ups and downs. Generally, actively managed funds have higher fees than passively managed funds.

INSPERTY 401(K) PLAN

TYPES OF INVESTMENTS AVAILABLE – As of Dec. 10, 2020

ASSET CLASSES	PASSIVELY MANAGED	ACTIVELY MANAGED
Stable value		X
Intermediate-term bond	X	X
Multi-sector bond		X
Multi-asset		X
Large-cap	X	X
Mid-cap	X	X
Small-cap		X
International	X	X
Target date	X	

Types of investment vehicles

The plan offers both mutual funds and collective investment trusts, which pool money from many people to invest in a collection of stocks, bonds and/or money market security. With the combined purchasing power of many investors, these two investment vehicles can be cost-effective.

Mutual funds are managed by professional investment advisors who perform research into and purchase particular stocks and bonds and other investments. Most mutual funds are open-ended investments, which means they continuously issue new shares to investors for purchase. Mutual funds are regulated by the Securities and Exchange Commission (SEC).

Collective investment trusts (CITs), are oftentimes available only inside qualified retirement plans, such as a 401(k) plan. Since CITs are not subject to the same registration and disclosure requirements as mutual funds, their marketing costs are generally lower. CITs are regulated by the Office of the Comptroller of the Currency (OCC).

HOW DO I CHANGE MY INVESTMENTS?

Once you're enrolled, you can change your investment elections and transfer funds at any time. Just log on to your account at portal.insperity.com, select 401(k) and click the Manage My 401(k) button. You have the option to transfer from just one fund or to realign all of your balances at once, and you can also change your investment elections at the same time. Generally, requests received by the close of the financial markets (typically 3 p.m. CT) will be implemented that day.

REMEMBER

Transfer requests received after the close of the financial markets (normally 3 p.m. CT) or on weekends and holidays will generally receive the next available closing prices.



