



# Oak Harbor Freight Lines

## 401(k) Plan & Trust Information 2023

### **Eligibility Requirements:**

All Employees who have reached 18 years of age are eligible to enroll in a 401 account. You are able to enroll as of your first day of hire; or anytime thereafter.

### **What is the difference between a Traditional 401(k) and a Roth 401(k)?**

The basic difference between these two types is that the Roth is funded with after-tax (or post-tax) dollars while the traditional option is funded with pre-tax dollars. In general, the earnings on your Roth contributions will be tax-free as long as the distribution is made 5 years after the first Roth contribution.

Starting January 1, 2021; the plan allows for In-Plan Roth conversions. This allows you to re-classify eligible balances from Pre-Tax to Roth. Please connect with a Brighton Jones advisor (contact information is below) to see if this strategy is best for you.

### **Employee Contributions:**

For 2023, the maximum salary deferral that you may contribute is \$22,500. You have the choice of deferring into the Traditional, Roth or both 401(k) accounts.

If you are age 50 or older at the end of the plan year, you are eligible to contribute an additional \$7,500 catch-up provision.

If you are considered a highly compensated employee, your ability to contribute the maximum will be based on the annual discrimination testing.

### **Company Match Contributions:**

To be eligible for the match, you must be employed a minimum of 3 months. Oak Harbor Freight Lines will match 100% of every dollar you contribute to your 401(k) plan up to a maximum of 5%. Your participation in a traditional tax deferred 401(k) or Roth 401(k) will automatically trigger the match. However, the match will be placed in a traditional account such that income taxes will be paid upon withdrawal of the monies. The match will be made on a per paycheck basis. For you to get the most benefit from the match you will need to contribute throughout the year.

### **Examples:**

- If you contribute 2% of your wages, you will be matched 2% providing a 4% contribution to your 401(k) account.
- If you contribute 10% of your wages, you will be matched 5% providing a 15% contribution to your 401(k) account.

The Oak Harbor match will apply to both the Traditional and Roth contributions. For example; Employees contributing 3% Traditional and 3% Roth will receive the full 5% Oak Harbor match.

**Vesting:**

You are always 100% "vested" in any money you contribute. You will be vested in the Oak Harbor Freight Lines match contribution in accordance with the following schedule. Vested money is ours to keep upon separation of employment. (By law, unvested money is return to Oak Harbor Freight Lines.) You have to have worked over 1,000 hours in the first 2 years to qualify.

You will be vested on the company matched portion of your 401(k)-contribution based on your hire date according to the schedule below:

Years of Service	Vesting Percentage
0-2	0%
2-3	20%
3-4	40%
4-5	60%
5-6	80%
6	100%

**Loans:**

You may take a loan from your Traditional or Roth account with certain restrictions. The loan cannot exceed 50% of our vested account balance. The minimum loan amount is \$1,000 and the maximum amount is \$50,000. There is a one time \$150 loan fee that will be applied. Participants can only take out one loan at a time. If you are considering taking out a loan, it's encouraged that you connect with a member of the Brighton Jones Advisor Support team. There, you can discuss decisions and alternative resources that might be able to provide the support you need. You can email them at [AdvisorSupport@brightonjones.com](mailto:AdvisorSupport@brightonjones.com) or schedule a free 30-minute phone appointment using the following booking link – <https://go.oncehub.com/AdvisorSupport>

**Withdrawals:**

The plan allows you to withdraw money from your account under the following circumstances:

- Termination of Employment
- Attainment of age 59 ½ (may be limited to employee contributions only)
- Disability or Death (a spousal consent is required on all distributions)

**Hardship Withdrawals:**

You may be eligible for a hardship withdrawal if you have an immediate financial need. This must be a need due to only the following reasons:

- Purchase of primary residence
- Educational expenses
- Deductible for medical expenses
- Prevent eviction or foreclosure from your primary residence.

Hardship withdrawals are subject to income tax, a 10% penalty may apply and you may not contribute to your plan for six (6) months.

**Rollover of existing funds:**

You may rollover money from another Qualified Plan, 403(b), 457 or Taxable IRA into this plan. Please click [here](#) for more details and instructions on how to roll over funds into your Oak Harbor account.

**Definition of Compensation:**

Total pay received during the plan year, as reflected on your W-2

**Investments:**

You can allocate your contributions and Company match contributions to any or all available investment accounts, as long as the total allocations equal 100%. options available in the 401(k) plan, you can contribute your dollars to the Vanguard Federal Money Market fund. This investment is like cash because it doesn't grow or depreciate as the stock market adjusts. Money Market funds are typically only suitable for individuals who are close to retirement and want to protect the portion of their portfolio that they will need soon.

If you're not within a couple years from retiring and you have money in the Money Market fund, or you've been considering reallocating to that fund due to recent market volatility, we encourage you to connect with a member of the Brighton Jones Advisor Support team before you make any decisions to discuss alternative investment options that may be better suited to your specific situation. If no selections are made, you will be defaulted into a Vanguard Target Date fund, specific to your age.

Oak Harbor offers financial wellbeing support through the plan's investment advisor – Brighton Jones. Brighton Jones is your first point of contact for financial planning and investment allocation guidance. They offer comprehensive, relevant and education resources. Brighton Jones serves as a fiduciary advisor, giving advice in the best interest of their clients and does not sell any products.

Please reach out to Brighton Jones with any questions about financial planning or investment options through email at [AdvisorSupport@brightonjones.com](mailto:AdvisorSupport@brightonjones.com) or call direct at 206-258-5137 and ask for an advisor. You can also set up a phone appointment by going to <https://go.oncehub.com/AdvisorSupport>

**Access to your Account:**

You may access your account online with Northwest Plan Services (NWPS) anytime and make changes to your investment options <https://www.yourplanaccess.net/nwps/> NWPS is the Third-Party Administrator and Recordkeeper for the Oak Harbor 401(k) accounts. They can also be reached at 888-700-0808.