



AWP
Safety

How to Opt Out or Change 401(k) Contributions

Register with Principal



The screenshot shows a light blue header with a teal checkmark icon in a circle on the left. The main heading is "Get your account set up" with a teal arrow pointing to the right. Below the heading, there is text about visiting principal.com/Welcome or using the Principal app, and a text enrollment number. A Spanish language option is also visible. Under "Begin by:", there are two bullet points: "Setting security preferences" and "Reading important plan notices". On the right side of the screenshot, there is a graphic of a laptop and a document with a checkmark.

Get your account set up

Visit principal.com/Welcome or use the Principal® app. You can also text **ENROLL** to **78259**.

Sitio web disponible en Español.

Begin by:

- Setting security preferences
- Reading important plan notices

First-time users

Go to principal.com/Welcome

- › Select **Get Started**
- › Enter your first name, last name, date of birth, mobile phone number (this is the quickest way to verify your identity), and your ID number (this is either your Social Security number or a specific ID provided by your employer) or ZIP code
- › Agree to do business electronically and click **Continue**
- › If you don't provide your mobile phone number, you'll need to answer a few personal questions as an alternative way to confirm it's really you
- › Create a **unique username**, set a secure **password** and add your **email address**
- › Select and answer **three security questions** to use if you need to call us
- › You now have access to your online account, and you'll get a confirmation email within a few minutes
- › The first time you log in, you'll need to choose where we send you **verification codes** (text message, voice call, or authentication app) and how often you want to use them

Once logged into your account, click on Contributions → Manager contributions

The screenshot shows the Principal 401(k) Account page. The top navigation bar includes the Principal logo, 'My accounts', 'Help', 'My profile', 'Messages', and 'Log out'. The main heading is '401(k) Account' with the account number 'AWP, Inc. 401(k) Plan - Account #'. Below this is a navigation menu with 'Overview', 'Contributions', 'Investments', 'Loans & withdrawals', 'Rollovers', and 'Planning resources'. The 'Contributions' menu is open, showing options for 'Contributions summary', 'Manage contributions', and 'Contribution totals by source'. A red arrow points to the 'Manage contributions' option. The main content area is partially obscured by the menu.

The screenshot shows the Principal 401(k) Account page with the 'Manage contributions' menu open. The main content area is titled 'We need your beneficiary' and contains the following text: 'We don't have a beneficiary on file for you. Choosing beneficiaries is important to make sure your wishes are carried out. Update your beneficiary >'. Below this is a navigation bar with '26 My progress', 'Performance', and 'Compare me'. The 'How do I compare?' section contains the text: 'See how you compare to your peers who are projected to be on track to have at least 80% of their income replaced during retirement. For each year you're in retirement, it's suggested you need at least 80% of your pre-retirement annual income to help you maintain the same standard of living in retirement.' Below this is a summary for 'My on-track peers': 'Average contribution rate 11%', 'Average retirement savings \$40,279.50'. The 'Ages' and 'Annual income' fields are partially obscured by the menu.

If you would like to update your contributions to any other amount or switch between a deferral percentage (%) or flat dollar amount (\$), you may also make those changes on this screen simply by entering the amount you'd like to contribute under the type of contribution you wish.

The screenshot shows the 'Manage contributions' page for a 401(k) account. The 'Pre-tax' contribution type is selected and highlighted with a red box. A red arrow points to the input field where '0.00' is entered. The page shows a summary of savings and a 'Review & submit changes' button.

Principal® My accounts ▾ Help My profile Messages Log out

401(k) Account

Overview ▾ Contributions ▾ Investments ▾ Loans & withdrawals Rollovers Planning resources ▾

Contributions > Manage Contributions

Manage contributions

Pre-tax

This contribution is made before taxes are deducted from your paycheck.

Est. \$0.00 every other week - [edit](#)

% [Contribute by dollar amt.](#)

Automatic Annual Increase - Increase your contribution percentage once a year up to a maximum percentage you select.

Roth (after-tax)

You're saving a total of \$0.00 of your paycheck

Pre-tax
0.00% per paycheck
Est. \$0.00 every other week

Roth (after-tax)
0.00% per paycheck
Est. \$0.00 every other week

Estimated \$0.00 saved every other week
Could total \$0.00 annually (26 paychecks)
2022 Maximum contribution limit is \$20,500.00
[More details](#)

[Review & submit changes >](#)

The screenshot shows the 'Manage contributions' page for a 401(k) account. The 'Roth (after-tax)' contribution type is selected and highlighted with a red box. A red arrow points to the input field where '0.00' is entered. The page shows a summary of savings and a 'Review & submit changes' button.

Principal® My accounts ▾ Help My profile Messages Log out

401(k) Account

Overview ▾ Contributions ▾ Investments ▾ Loans & withdrawals Rollovers Planning resources ▾

Contributions > Manage Contributions

Manage contributions

Roth (after-tax)

This contribution is made after taxes have been taken from your paycheck, so you're essentially paying taxes now so that you can withdraw your money tax-free in retirement, if certain requirements are met.

Est. \$0.00 every other week - [edit](#)

% [Contribute by dollar amt.](#)

Automatic Annual Increase - Increase your contribution percentage once a year up to a maximum percentage you select.

Pre-tax
0.00% per paycheck
Est. \$0.00 every other week

Roth (after-tax)
0.00% per paycheck
Est. \$0.00 every other week

Estimated \$0.00 saved every other week
Could total \$0.00 annually (26 paychecks)
2022 Maximum contribution limit is \$20,500.00
[More details](#)

[Review & submit changes >](#)