How to stop the DENSO Retirement Savings Plan (DRSP) contribution on the Empower Retirement website for a one-time event (e.g. bonus):

- Login to your account at <u>www.empowermyretirement.com</u> before 11:59 pm, June 12, 2025.
- Click on the DENSO Retirement Savings Plan name on the left side of the home page.
- Click on My Contributions under Paycheck Contributions on the left side menu.
- Click Edit and choose your new contribution amount. Then click on the <u>Select other date</u> link on the lower right side of the box.
- The box below will pop-up click on the down arrow to choose the paycheck date that you want to change a DRSP contribution and click on the One-time only box, which will ensure that your contribution will revert back to its current amount after that date. For 2025, the bonus checks will be paid on June 20, 2025. Please note that if the bonus paycheck date and your regular paycheck date are the same and you change your contribution, it will change the contribution for both paychecks.



- Hit Save then Continue to review and save the changes.
- You will need to check the appropriate box to decide if you want your contribution to be Before Tax, Roth, or Split. Hit Continue.
- Your changes will not take effect until you click on Confirm and Continue.
- Once finalized, both contribution rates will display in the My Contributions section.

Although the contribution rate should revert back to its current rate if you checked the One-time only box, be sure to log-in to your account after that paycheck period to ensure that everything is correct with your DRSP contribution. If you need assistance with this change, call Empower Retirement at **888-411-4015**.