

To: All Employees

Date:

After considerable research and discussions with our advisors, we have considered providing a 401(k) Profit Sharing Plan for the employees of.

The advantage to our employees is that it will allow you to have money withheld (Salary Deferrals) from your gross pay before taxes. Consequently you will not pay federal or state income taxes on the money withheld and there will be no taxes on the earnings of your Salary Deferrals as long as it remains in the 401(k) Plan.

The key to a 401(k) Plan is good participation among the employees. Is there is enough interest in participation in a Plan of this type?

At this time we are asking if participation in the 401(k) would be an option that you would be interested in.

Please complete the information requested below.

Name _____

_____ 401(k) Salary Deferrals is an option I would be interested in taking advantage of.

Your estimated percentage of Salary Deferral per pay period _____

_____ I am not interested at this time.