

TORTOISE INVESTMENTS 401(K) PLAN
Annual Enrollment Opt-Out Notice

October 7, 2020

Contact Us:
Phone: 800-724-7526
Website: workplace.schwab.com

Dear Participant,

We all know it's important to save -- especially for a goal like retirement that may be many years away. Tortoise Investments, LLC wants everyone to look forward to an active and healthy future. To help get you on your way to achieving your retirement goals, your workplace retirement plan has an enrollment feature.

Your plan has an annual enrollment window lasting from December 1 to December 31 each year. If you are not contributing to the Plan at the plan's minimum rate you will be automatically enrolled unless you actively elect not to participate ("opt out") prior to December 31 each year.

If you are contributing less than the Plan's minimum suggested rate and choose to not make an election by December 31 each year (either to contribute the minimum or opt out), your contribution level may increase, until it reaches the suggested rate of your eligible pay as shown below:

<u>Contribution Source</u>	<u>Annual Increase</u>	<u>Suggested Rate</u>
Pre Tax Deferrals	1%	9%

If you're currently deferring in a source that is different than Pre Tax Deferrals your contribution level may increase 1% annually based on that source you are currently contributing in (unless you choose a different contribution level) until it reaches the suggested rate of 9% of your eligible pay.

If your combined contribution sources are equal to or greater than the suggested rate, your contribution level may not be increased.

If you want to change your contribution rate or opt out, visit workplace.schwab.com or call **800-724-7526 (en español 877-905-2553)**. We're here Monday - Friday from 7 a.m. to 11 p.m. Eastern Time. You can access your account, obtain information on plan related investment alternatives, check performance or use the planning tools at any time on workplace.schwab.com. We are looking forward to working with you.

Sincerely,



Catherine Golladay
President, Schwab Retirement Plan Services, Inc.

Schwab Retirement Plan Services, Inc. provides recordkeeping and related services with respect to retirement plans and has provided this communication to you as part of the recordkeeping services it provides to the Plan.

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