

MEMO

To: 401k Participants *Colorado Convention Center*

From: SMG Human Resources Department

Date: March 12, 2019

Re: **2018 SMG Retirement & Savings Plan 401(K) Discretionary Employer Match**

The 2018 SMG Retirement and Savings Plan's 401(K) Discretionary Employer Match will be applied at your facility as outlined below:

- SMG will match 40% of up to the first 5% of annual salary that you contributed to the plan.

SMG's 401(K) match will fund the week of March 11th. You must be an active employee on the last day of the plan year December, 31st of 2018 in order to be eligible to receive the matching contribution.

If you wish to make a change to your current 401(K) deferral please contact Fidelity Investments at 1-800-835-5097 and request to change to your deferral percentage, you may also do so online at www.401k.com. Changes become effective the first of the month following the change request (ex. January 1st, February 1st, March 1st, etc.), and concurrent with your local payroll schedule.