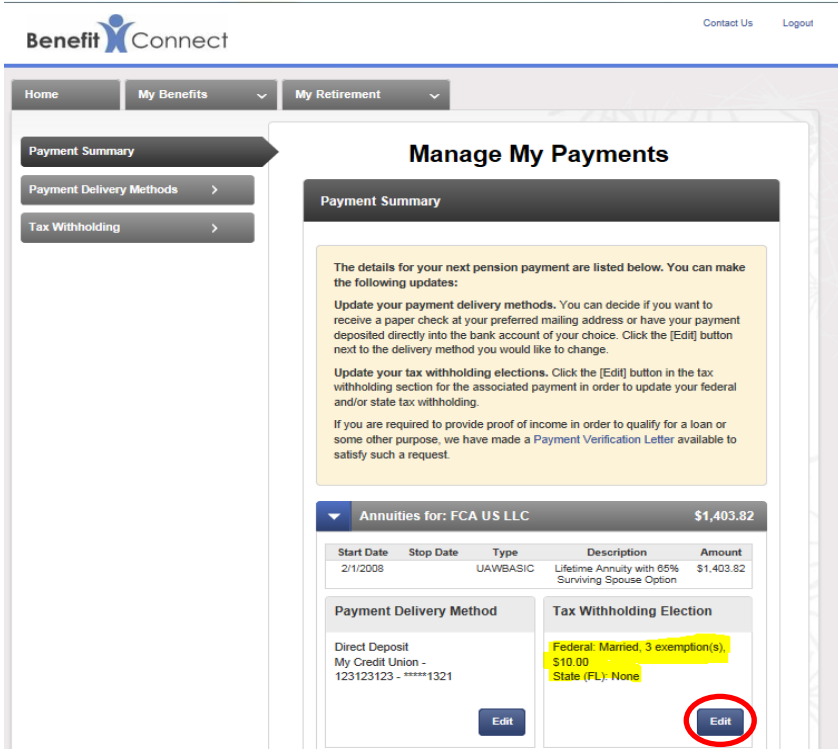
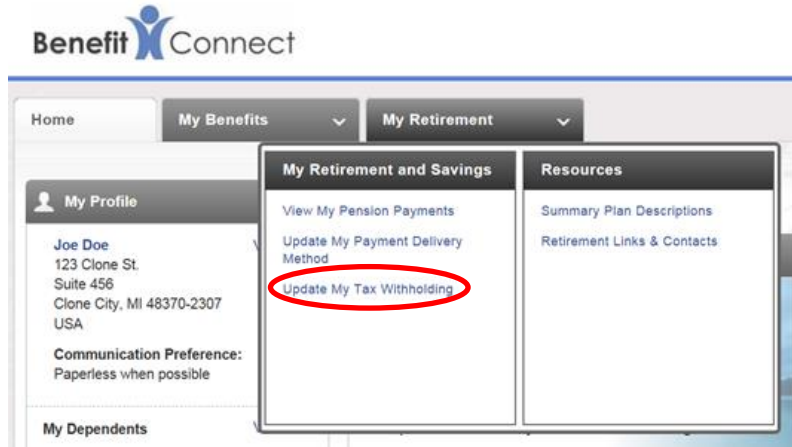


It's easy to change your tax election!

Step 1:

Sign on to Benefit Connect at <https://fcabenefits.ehr.com>

Under My Retirement and Savings click on **“Update My Tax Withholding”**.



Step 2:

On the Payment Summary/Manage My Payments screen, click **“Edit”** in the **“Tax Withholding Election”** box at the bottom right of the screen

Home My Benefits My Retirement

Payment Summary >

Payment Delivery Methods >

Tax Withholding

Pension Payment History >

Manage My Payments

Edit Tax Withholding Elections

Please update your federal and state tax elections below:

| Payment Description | Gross Amount | Tax Elections |
|---|--------------|--|
| <input checked="" type="checkbox"/> Annuities for: FCA US LLC | \$10.00 | Federal: Married, 3 exemption(s) State (FL): None |

Changes impact the payments selected above. Clicking save below will update BOTH Federal & State tax elections to what you see below.

Federal Tax

Tax Rule: TAX TABLE PLUS AMOUNT

Filing Status: MARRIED

Exemptions: 3

Tax Amount: \$10.00

State Tax

Filing State: FLORIDA

Tax Rule: NONE

Cancel Save

Step 3:

Indicate your desired tax election and click **“Save”** in the bottom right of the screen

The MyPenPay website provides a tax modeling tool to assist you in determining your tax withholding elections; go to MyPenPay at <https://FCARETIRES.MYPENPAY.COM>.

Reminder: Certain changes to your information cause a recalculation of your tax withholding deductions. This is done to ensure that your deduction reflects the latest tax tables and withholding rules. The changes that trigger a recalculation include:

1. State or federal tax withholding changes
2. Changes to your direct deposit information
3. Changes to the method you receive your payment (e.g., check to home, direct deposit)
4. Address changes (with a change to the state)
5. Benefit amount changes
6. Deduction changes

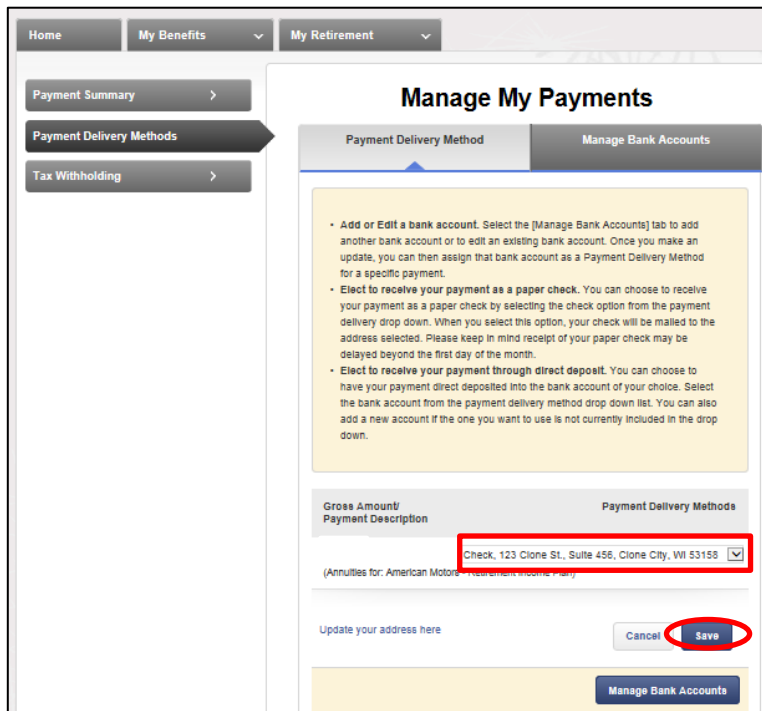
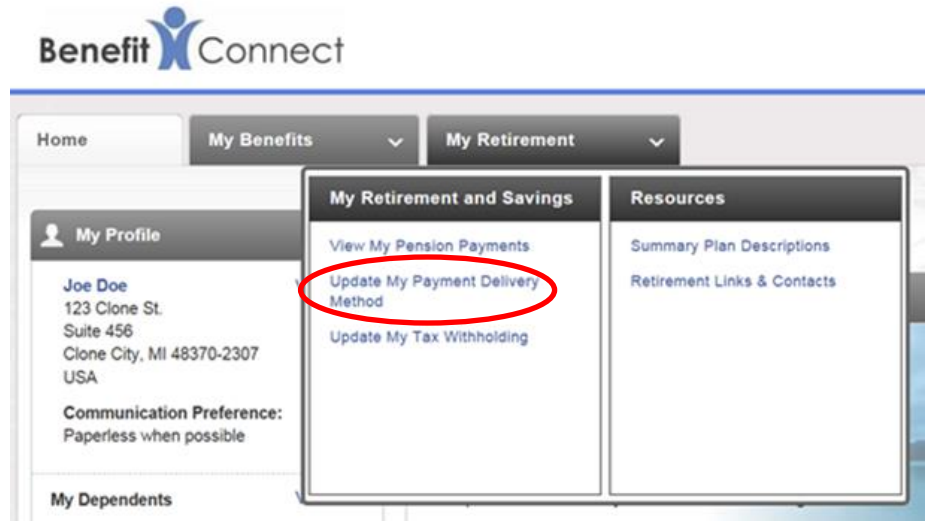
Changes to you tax withholding elections can be made at any time during the year; please allow 45 days for processing.

It's easy to change your payment delivery method!

Step 1:

Sign on to Benefit Connect at <https://fcabenefits.ehr.com>

Click the **"Update My Payment Delivery Method"** link located under the **"My Retirement"** tab.

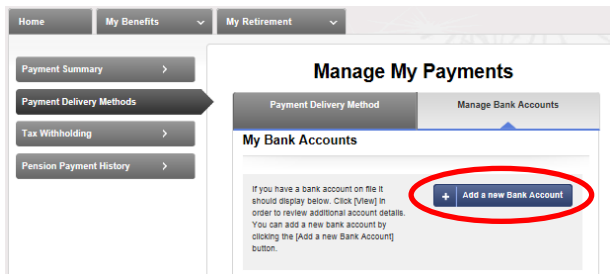


Step 2:

Use the drop down box to change from a check to direct deposit or vice versa and click **"Save"** in the bottom right of the screen. If you need to add a new bank account, click **"Manage Bank Accounts"** at the bottom of the page.

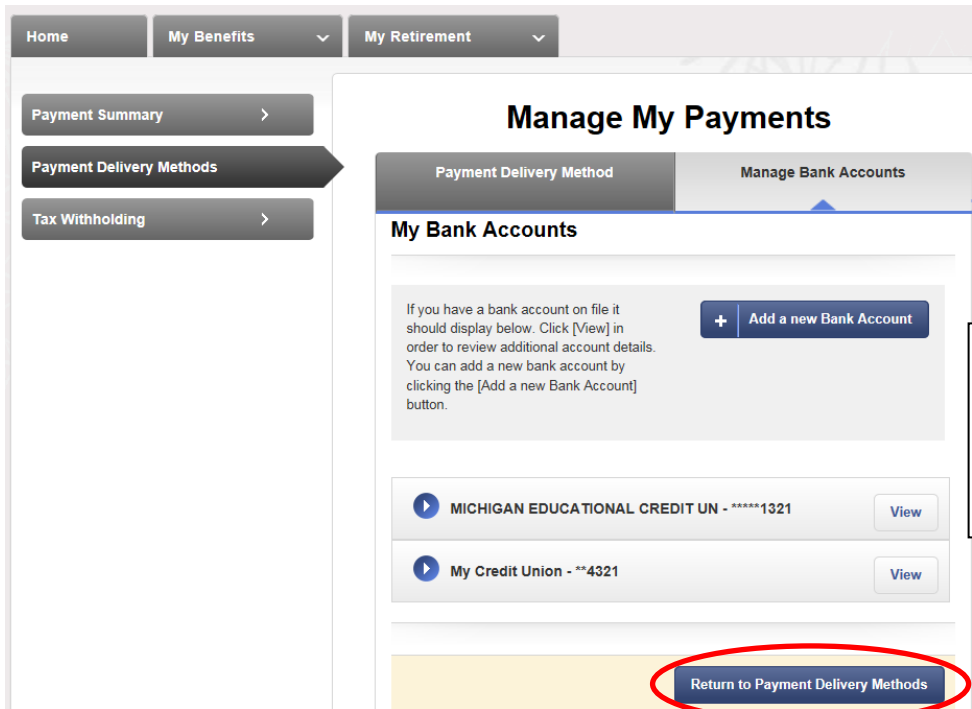
Did you know that over 85% of retirees have their pension payments directly deposited into their bank account?

It's easy, fast and secure!



Step 3:
Click on "Add a new Bank Account".

Step 4:
Enter your Bank Account information and click "Save".

A screenshot of a form titled 'Add Bank Account' with a 'close' button in the top right. Below the title is the instruction: 'Add your account information in the form below.' The form contains several input fields: 'Bank Name:', 'Account Type:' (with a dropdown menu showing 'CHECKING'), 'Description:', 'Bank Routing Number:', and 'Account Number:'. A red rectangular box highlights these input fields. At the bottom right of the form, there are two buttons: 'Cancel' and 'Save', with the 'Save' button circled in red. Below the form, there is a red text link: 'Need help finding your routing number or account number? See the image below for help.' Below that, there are labels 'A - Bank Routing Number' and 'B - Bank Account Number'. A sample check image is shown with red boxes and letters 'A' and 'B' pointing to the routing and account numbers respectively. At the bottom, there is a note: 'The routing number for electronic payments may differ from the one listed on your check. Please confirm the appropriate electronic routing number with your financial institution.'

Step 5:
Click on "Return to Payment Delivery Methods".

Manage My Payments

Payment Delivery Method

Manage Bank Accounts

- **Add or Edit a bank account.** Select the [Manage Bank Accounts] tab to add another bank account or to edit an existing bank account. Once you make an update, you can then assign that bank account as a Payment Delivery Method for a specific payment.
- **Elect to receive your payment as a paper check.** You can choose to receive your payment as a paper check by selecting the check option from the payment delivery drop down. When you select this option, your check will be mailed to the address selected. Please keep in mind receipt of your paper check may be delayed beyond the first day of the month.
- **Elect to receive your payment through direct deposit.** You can choose to have your payment direct deposited into the bank account of your choice. Select the bank account from the payment delivery method drop down list. You can also add a new account if the one you want to use is not currently included in the drop down.

Gross Amount/
Payment Description

Payment Delivery Methods

Check 123 Clone St , Suite 456, Clone City, MI 48370-2307
Direct Deposit, MICHIGAN EDUCATIONAL CREDIT UN - *****1321 - CHECKING
Direct Deposit, My Credit Union - **4321 - CHECKING

(Annuities for: FCA US LLC P...

Step 6:

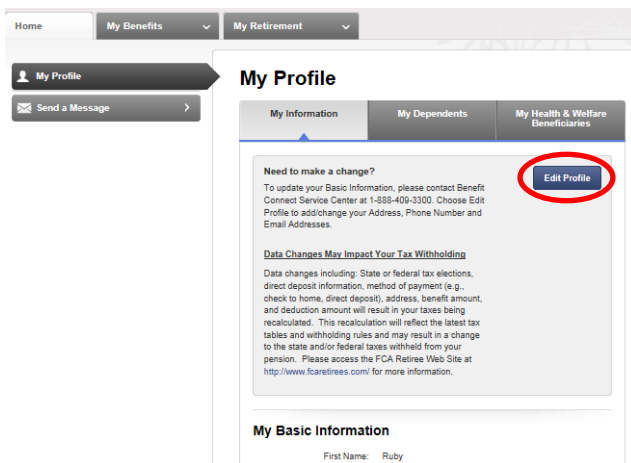
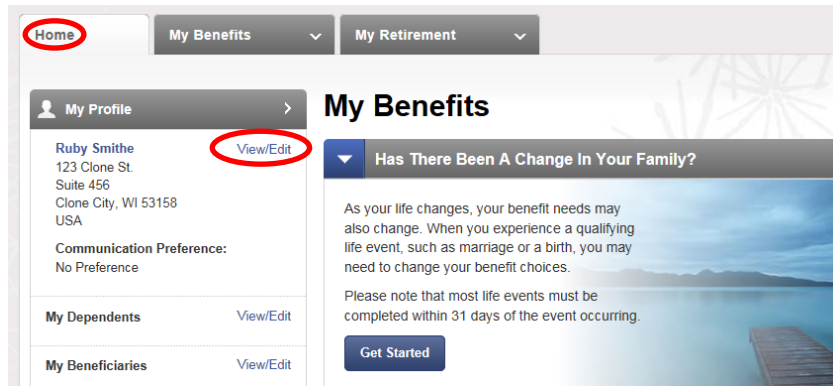
Click on the drop down box to see your Payment Delivery Method choices. Select your preferred Payment Delivery Method.

It's easy to change your address!

Step 1:

Sign on to Benefit Connect at <https://fcabenefits.ehr.com>

On the **Home** screen, click **"View/Edit"** next to your name under **My Profile**.



Step 2:

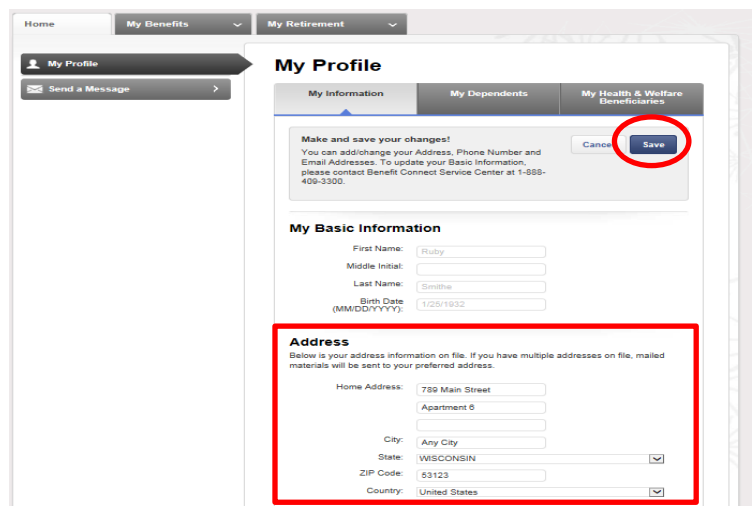
Click on **Edit Profile** on the right side of the screen.

Step 3:

Type your address change in the appropriate fields.

Step 4:

Click **"Save"** on the top right side of the screen.



Note: Updates such as phone number, email address and communication preference can also be made on this page; scroll down the My Profile page to see these sections. Employee Advantage uses the alternate email address.