

National Benefit Services (NBS) provides the following services to the participants of the 403(b) Plan:

Service Center: The service center is available Monday – Friday 8 am – 5 pm MST. The service center will assist you in answering questions about processing transfers and completing paper work. To contact the service center, please call 1-800-274-0503 option 5. The NBS service center provides a 94% answer rate on all calls to the service center.

Website: The NBS 403(b) website is a great resource for plan participants. You can access the website at anytime through the address www.nbsbenefits.com/403b. On the website you have access to Transaction Forms, Salary Reduction Agreements, Approved Vendor Lists, FAQ, and General Information regarding 403(b) plans. This is a great resource if you have questions regarding the 403(b) plan.

Transaction Authorization Forms: The Transaction Authorization Forms are available online and through the service center. Any employee who desires to exchange funds, or take a distribution, loan or hardship from the plan will need to complete the appropriate form in order to allow NBS to authorize the transaction.

Please contact NBS with any questions 1-800-274-0503 option 5.