

SAMPLE: NOT FOR DISTRIBUTION
Important Notice Concerning Your Rights Under the
INSERT PLAN NAME

Alerus Retirement Plan Number: <700xxx>
The above number will be used during the online registration process at Alerus

December 17, 2025

1. This notice is to inform you that **INSERT PLAN NAME** will be changing record keepers to Alerus Retirement and Benefits.
2. As a result of these changes, you temporarily will be unable to direct or diversify investments in your individual account(s) or obtain a withdrawal from the plan. This period, during which you will be unable to exercise these rights otherwise available under the plan, is called a "blackout period." Whether or not you are planning retirement in the near future, we encourage you to carefully consider how this blackout period may affect your retirement planning, as well as your overall financial plan.
3. The blackout period for the plan is expected to begin at close of business January 28, 2026 and end at close of business on February 3, 2026. During this time, you can determine whether the blackout period has started or ended by calling the Alerus Service Center at (800) 433-1685. You will receive online account access instructions when your account is available. You will then have account access online.
4. During the blackout period you will be unable to direct or diversify the assets held in your plan account. For this reason, it is very important that you review and consider the appropriateness of your current investments in light of your inability to direct or diversify those investments during the blackout period.

EXISTING ASSETS: All assets from the prior custodian will be re-registered in-kind with Alerus.

NEW CONTRIBUTIONS: Contributions will be invested based on current investment elections on file with Fulton Financial Advisors. Your investment elections will remain the same.

5. For your long-term retirement security, you should give careful consideration to the importance of a well-balanced and diversified investment portfolio, taking into account all your assets, income, and investments.
6. If you have any questions concerning this notice, you should contact:

Employer Name
Address
City State Zip
Phone