

Instructions for Online Changes to Your Employer-Paid 403(b)

Check your 403(b) Account online

If you are logging in for the first time:

1. Go to www.yourfutureisdaily.com
2. Click New User
3. Enter full social security number – no dashes
4. Enter your date of birth (MM/DD/YYYY)
5. Enter your zip code
6. Click NEXT
7. Confirm your date of birth (MM/DD/YYYY) and zip code
8. Click NEXT
9. Create a user ID and password of your choosing

If you have any questions concerning the website please email Luke McKee at lmckee@compassfr.us or call 620-663-5032.

Making changes to Future Elections

This will apply only to future contributions. It will not move your current investments.

1. Go to www.yourfutureisdaily.com
2. Log in (First time users see **Check your 403(b) Account Online** instructions above)
3. Hover on *Manage Contributions*
4. Click *Manage Future Investment Elections*
5. Click *All Sources*
6. Select the percentages you wish to invest
7. Bottom Right of the page click *Submit*
8. Click *Continue* once you have read the required prospectus and are certain of your changes for your future elections
9. A confirmation number will be listed for your reference
10. You have successfully changed your future elections. Remember your current Investments have not been transferred, if you wish to move those please follow the steps for **Transfer Your Current Funds**, below.

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Transfer Your Current Funds

This only transfers current funds. It will not change your current elections.

1. Go to **www.yourfutureisdaily.com**
2. Log in (First time users see **Check your 403(b) Account Online** instructions above)
3. Scroll to *Manage Contributions*
4. Click *Transfer / Rebalance Funds*
5. Input the percentages
 - a. Select the fund you wish to transfer from and input the percentage
 - b. Select the fund you wish to invest in and input the percentage
 - c. Percentages will equal 100%
6. Bottom Right of the page click *Submit*
7. Confirmation Page –read and check “yes” to each fund’s Prospectus
8. Click *Continue* once you have reviewed your changes in the Confirmation Page
9. A confirmation number is given on the next page and emailed to you.
10. You have successfully transferred your current investments over to your desired funds. All future contributions will be invested in the funds that you have chosen.

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Transfer Current Investments & Future Elections

1. Go to **www.yourfutureisdaily.com**
2. Log in (First time users see **Check your 403(b) Account Online** instructions above)
3. Follow **Transfer Your Current Funds** Steps
4. Follow **Making Changes to your Future Elections** Steps

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