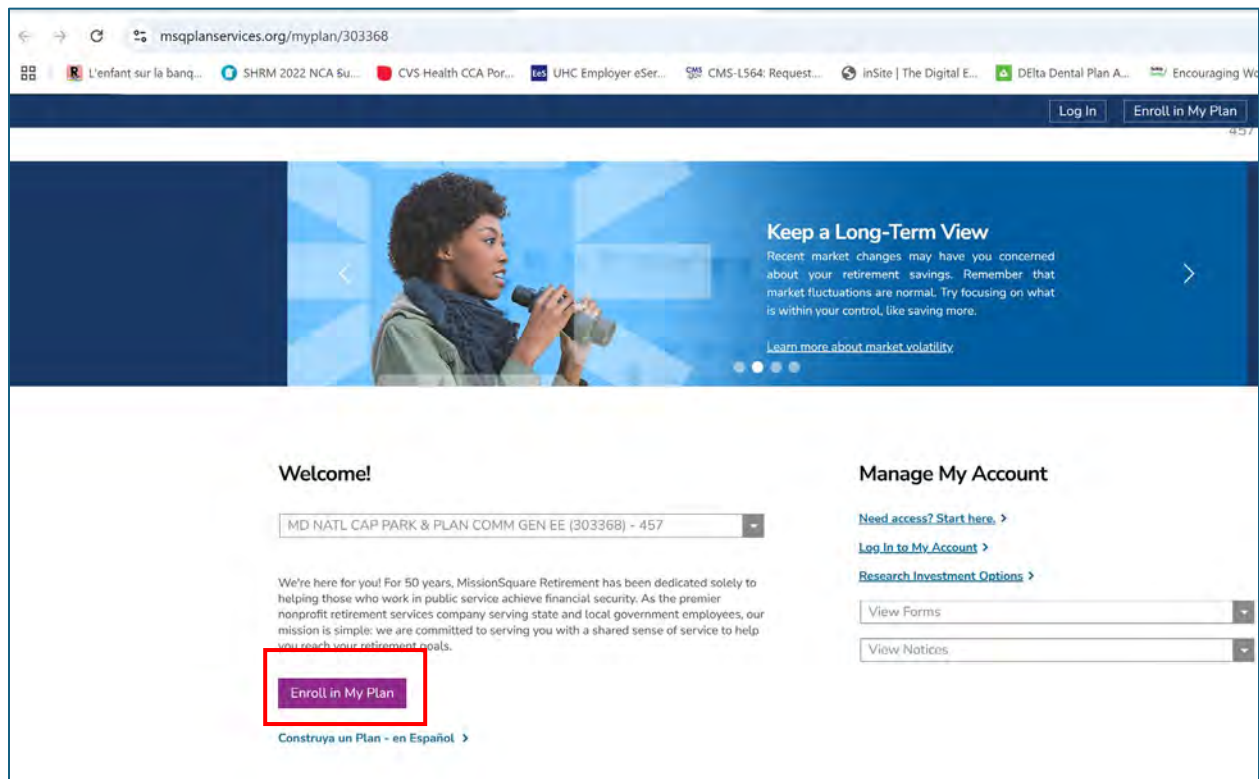


ENROLLING ONLINE IN MISSIONSQUARE PLAN (457, Traditional IRA or Roth)

Step 1: Click the link to access the Plan Resource Site:

- For the 457 Plan: <https://www.msqplanservices.org/myplan/303368>
- For the Traditional IRA:
<https://www.msqplanservices.org/myplan/701550>
- For the Roth Plan: <https://www.msqplanservices.org/myplan/705966>

Step 2: Select “Enroll in My Plan”



The screenshot shows the website [msqplanservices.org/myplan/303368](https://www.msqplanservices.org/myplan/303368). The page features a navigation bar with "Log In" and "Enroll in My Plan" buttons. A banner image of a woman speaking into a microphone is on the left, with the text "Keep a Long-Term View" and a link to "Learn more about market volatility" on the right. Below the banner, the "Welcome!" section displays the plan name "MD NATL CAP PARK & PLAN COMM GEN EE (303368) - 457" and a paragraph about MissionSquare Retirement. A purple "Enroll in My Plan" button is highlighted with a red box. To the right, the "Manage My Account" section includes links for "Need access? Start here", "Log In to My Account", and "Research Investment Options", along with dropdown menus for "View Forms" and "View Notices".

Step 3: Enter Personal Information and Select 'Next' when done.

Fields marked with an asterisk (*) are required.

Welcome to MissionSquare Retirement Plan's Enrollment.

Personal Information

SSN*

Confirm SSN*

First Name* Middle Initial Last Name*

Address* 1

Address - line 2

Address - line 3

Country* City* State* Zip Code*
UNITED STATES --Select Option--

Mobile Phone Number*

Daytime Phone Number*

Date of Birth*
MM/DD/YYYY

Date of Hire*
MM/DD/YYYY

Marital Status*
--Select Option--

Additional Information

Email Address*

Confirm Email Address*

By clicking Next you acknowledge receipt of MissionSquare Retirement's Privacy Notice [available here.](#)

Disclosures, Acceptance and Agreement

I acknowledge accessing, reviewing and accepting the MissionSquare Enrollment Documents and Disclosures

Next

Step 4: Review and the Internet Agreement & Account Access Activation Form to Register for Online Access.

Step 5: Submit the Election Form to start your payroll deductions.

If you have questions, scroll down on the same webpage and you can schedule an appointment with your MissionSquare Retirement Specialist, Shantel Washington.

Your MissionSquare Retirement Representatives

Contact us to learn more about:

- Enrolling in your plan
- Roll-ins to your MissionSquare account
- Investment strategy and how much to save
- Your retirement readiness checkup
- Determining how much you need in retirement

Access your account or contact MissionSquare Plan Services at [\(800\) 669-7400](tel:8006697400), if you need assistance with:

- Account login or website resources
- Investment changes
- Withdrawals, contribution amounts, account maintenance and transactions
- Balance and quarterly statement inquiries
- Personal information updates



Shantel D Washington
Retirement Plans Specialist
swashington@missionsq.org

[Schedule an Appointment](#)