



[Name]
[Street Address]
[City, State Zip]

Welcome to your *myRA*!

Congratulations on taking this important step toward saving for your retirement.

Your *myRA* account number is [XXXXXXXX###].

The U.S. Department of the Treasury created *myRA* (*my* Retirement Account), a new retirement savings account, to help you kick-start saving for your future. *myRA* is simple, safe, and affordable and offers several key features and benefits:



simple

- ✓ Contribute automatically every payday
- ✓ If you change jobs, the account stays with you
- ✓ Withdraw the money you put into your account at any time without paying tax and penalty
- ✓ Withdraw interest you earn without paying tax and penalty under certain conditions¹



safe

- ✓ *myRA* will not go down in value
- ✓ The investment is backed by the U.S. Treasury
- ✓ Your information is private and secure



affordable

- ✓ It costs you nothing to open an account
- ✓ You pay no fees for maintenance of the account
- ✓ You contribute as much as you choose every payday (\$2, \$20, \$200 – whatever fits your budget!)²
- ✓ Enjoy the tax advantages this type of investment brings^{2,3}

Now that you have your *myRA* account, make sure you complete these two simple steps in order to start saving with *myRA*:

1. Set up *myRA* direct deposit with your employer.

If you have not already done so, complete the two **Direct Deposit Authorization** forms enclosed with this letter. Give your employer one of the forms to set up automatic payroll contributions into your *myRA* account. Keep the second form for your personal records. **Please allow approximately two (2) pay periods for your first contribution to take place.**

If you want to contribute from multiple jobs, make sure to give each of your employers a separate direct deposit authorization form. You can download additional forms by going to the myRA.treasury.gov website. Some employers may ask you to use their own direct deposit authorization forms.



For your convenience, enclosed is a letter addressed to your employer with information on setting up direct deposit to your *myRA*. Share this letter with your employer when you hand in your direct deposit authorization form.

Note: *In the first phase of implementation of myRA, you can only contribute to your account through payroll direct deposit. If your employer does not currently offer direct deposit or is unable to set up an allotment to your myRA account, please go to the myRA.treasury.gov website for updates on when other methods for contribution to your account become available.*

2. Activate your *myRA* Online account management feature to view and track your savings at any time.

With easy access anytime – the ***myRA* Online** account management feature allows you to view and track your account balance. If you have not already activated your ***myRA* Online**, you may do so by going to myRA.treasury.gov or by calling the *myRA* Customer Support Center at 855-406-*myRA* (6972).

If you would like to find out more about your new *myRA* account or have any questions, please visit our website or contact the *myRA* Customer Support Center.

Thank you for saving with *myRA*!

Sincerely,

Your *myRA* Customer Support Center

Enclosures

¹ You can withdraw interest earned without tax and penalty five years after your first contribution if you are over age 59½ or meet certain other conditions, such as using the funds for the purchase of your first home.

² Annual and lifetime contribution limits and annual earned income limits apply, as do conditions for tax-free withdrawal of interest. To learn about key features of a Roth IRA and for other requirements and details, go to myRA.treasury.gov.

³ Your *myRA* is a Roth IRA and follows Roth IRA rules. At any time you can choose to roll over (transfer) your *myRA* into a private-sector Roth IRA where you can continue to grow your savings. Your *myRA* account can have a maximum account balance of \$15,000, or a balance below the maximum for up to 30 years. Before an account limit is reached, you will be notified that your *myRA* will require rollover to the private sector; you can roll over your account balance into a private-sector Roth IRA at any time. The U.S. Treasury will be providing more information about rollover to the private sector. To learn about key features of a Roth IRA and for other requirements and details, go to myRA.treasury.gov.