

# ROLLING MONEY INTO THE PLAN



Follow the steps below to roll money into the deferred comp plan.

## OPTION 1: VIA MOBILE APP

1. Contact your previous plan provider to request their rollover-out paperwork. Complete the forms and return them as directed.
2. Immediately after you receive your rollover check, **download and complete MO Deferred Comp's Rollover Contribution Form** from [www.modeferredcomp.org](http://www.modeferredcomp.org).

**IMPORTANT: The completed Rollover Contribution Form and rollover check must be submitted through the app at the same time.**

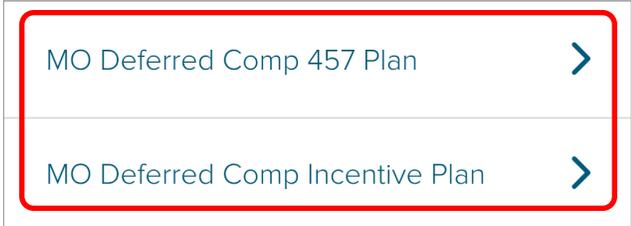
3. Download and **log in to your MO Deferred Comp account using the Voya Retire mobile app** (available in the Apple App Store and Google Play).



4. Tap the **menu icon** (three lines) in the upper-right corner.



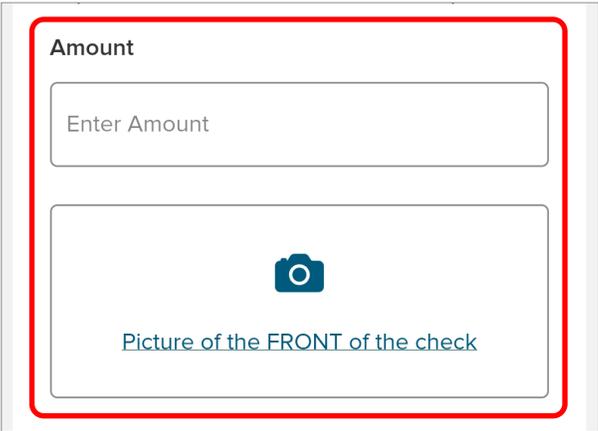
5. Select **Accounts**.
6. Choose either the **MO Deferred Comp 457 Plan** or the **MO Deferred Comp Incentive Plan**.



7. Tap **Account Summary**.
8. Scroll to the bottom and select **Deposit Rollover Check into My Account**.



9. Review the information and tap **I'm Ready to Start**.
10. Follow the on-screen instructions to complete the rollover-in process.



## OPTION 2: VIA MAIL

1. Contact your previous plan provider to request their rollover-out paperwork. Complete the forms and return them as directed.
2. Immediately after you receive your rollover check, **download and complete MO Deferred Comp's Rollover Contribution Form** from [www.modeferredcomp.org](http://www.modeferredcomp.org).

3. Mail the completed form, rollover check, and any other required documentation to:

### STANDARD DELIVERY

Attn: MO Deferred Comp  
PO Box 990071  
Hartford, CT 06199

### VIA OVERNIGHT DELIVERY

Attn: MO Deferred Comp  
One Orange Way  
Windsor, CT 06095