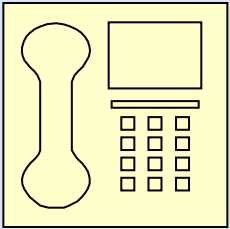


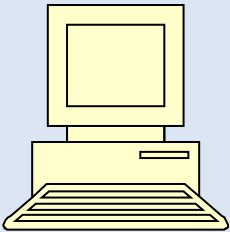
# Manatt, Phelps & Phillips, LLP Employee Savings Plan

## Changing 401(k) Investments with Vanguard



Call Vanguard Participant Services  
at **1-800-523-1188**

or

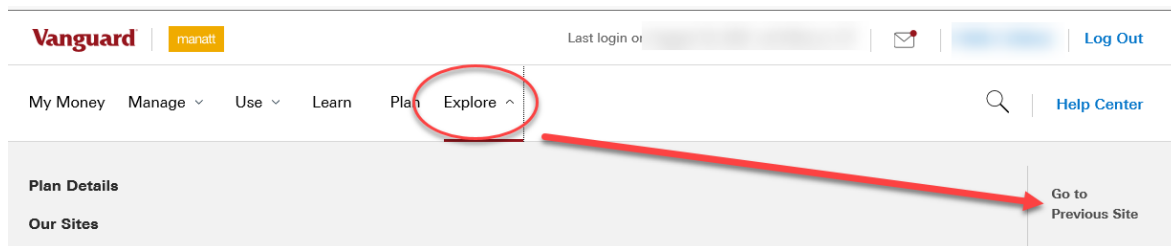


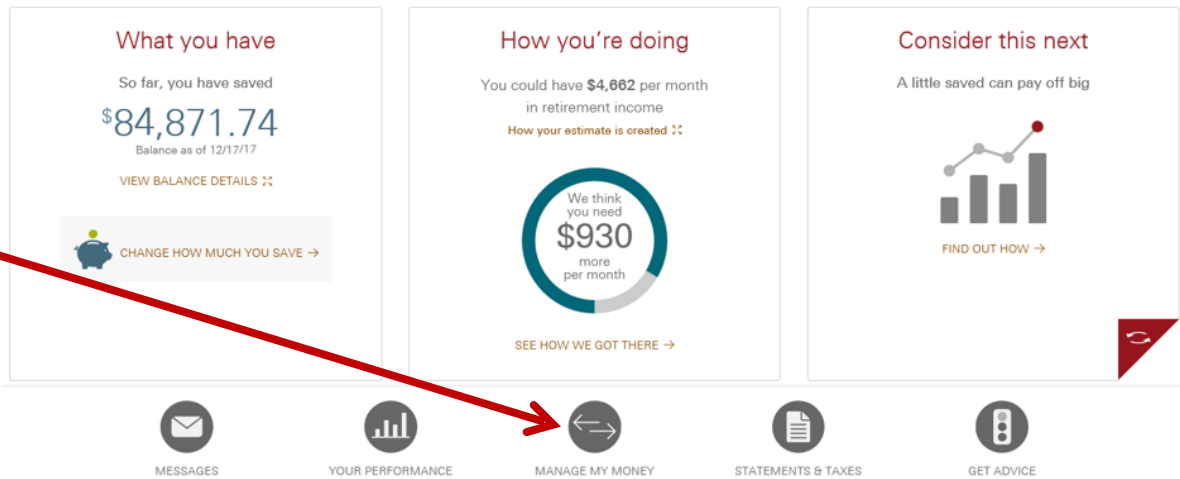
Log on to their website at [www.vanguard.com](http://www.vanguard.com)

1. Select “Retirement Plan Participants”
2. If already registered, enter user name and password
3. Select “Employer Plans” then follow the prompts

To register for online access go to [www.vanguard.com](http://www.vanguard.com) > Select “Retirement Plan Participants” > Select “Register for account access” > Create user name and password. The plan # is 091884.

**Note 8/2021:** Vanguard is in the process of updating their website. The new web interface is only partially complete; because it is not yet fully functional, you must first go to **Explore** and then **Go to Previous Site** to find the features outlined in these instructions





## Manage my money [View plan rules →](#)

MANATT, PHELPS & PHILLIPS, LLP EMPLOYEE SAVINGS PLAN



### Change my investments

Move money between investments.



### Change my paycheck deduction

Adjust my contributions from each paycheck.



### Manage my loans and withdrawals

Access money from my plan before retirement.



### Manage my brokerage option

Access more investment options for the experienced investor.



### Roll over money out of this plan

Left your job? Move your money to an IRA or see other options.

## Change investments

MANATT, PHELPS & PHILLIPS, LLP EMPLOYEE SAVINGS PLAN - 091884

Select a transaction



### Exchange funds

Transfer money between funds.



### Change current investment mix

Change how your entire account balance is divided between funds.



### Change paycheck investment mix

Change how new contributions from your paycheck are invested.



### Rebalance account

Realign my balance to match my investment mix.

#### GET ASSISTANCE

#### Vanguard® Target Retirement Funds

One fund may be all you need. Find out which fund is best for you. [Learn more](#)

## Change your contribution allocation


Contribution allocation

Effective date: 06/23/2017

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[Select new fund](#)

Name	Current percentage	New percentage
PIMCO High Yield Fund Administrative Class	15.0%	<input type="text"/> %
Vanguard Institutional Index Fund Institutional Shares	15.0%	<input type="text"/> %
Vanguard Mid-Cap Index Fund Admiral Shares	15.0%	<input type="text"/> %
Vanguard PRIMECAP Fund Admiral Shares	15.0%	<input type="text"/> %
Vanguard Small-Cap Index Fund Admiral Shares	15.0%	<input type="text"/> %
Vanguard Total Bond Market Index Fund Institutional Shares	10.0%	<input type="text"/> %
Vanguard Wellington Fund Admiral Shares	15.0%	<input type="text"/> %

 Percentages entered above must total 100%

Total 0%

CANCEL

Step 4 →


CONTINUE

Step 5 →

## Review and submit


Review your information for accuracy, then click **Submit** to finalize the transaction.

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 This allocation change will affect only your future contributions, not your current balance.

Contribution allocation summary

Effective date: 06/23/2017

 Edit this information

Name	New percentage
Vanguard Wellington Fund Admiral Shares	100%

Total 100%

Contact information

Verify your e-mail address, then click **Submit**.

E-mail

Changing your email address will update the address Vanguard has on file.

Address

CANCEL

BACK

SUBMIT

Step 6 →