

How do participants change their salary deferral into the plan?

Changes to participant deferral contributions are made by the participant through the Sentinel website. A confirmation email is sent to the participant. Sentinel will also provide contribution rate changes to you via email confirmation. In addition, a “Deferral Changes – by participant” report is available on the Sentinel Plan Sponsor Website. This report can be run for any date range and can be used to confirm and track contribution rate changes. The email notification and report should be used to update your payroll records to reflect the change request.
