

Upon completing 1 year of service you will be automatically enrolled in the *Dunn Investment Co. 401(k) and Profit Sharing Plan* at a savings rate of 2% which will be invested in Advice Access Personal Manager. If the Plan's automatic enrollment provisions are acceptable to you, you do not need to do anything. If you would like either a different percentage withdrawn from your pay or would like the funds invested differently, please complete sections 2 and 3 of this form and return it to *Human Resources Department* within 60 days of your eligibility date.

IMPORTANT: IF YOU ARE CHANGING OR CORRECTING ANY OF THE FOLLOWING EMPLOYEE INFORMATION, PLEASE ENTER THE CORRECT INFORMATION AND CHECK HERE:

1. Employee Identification Please Print

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Social Security Number

Name: _____
Last First Middle Initial

Home Address: _____

City State Zip

E-Mail Address _____ Date

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Date of Hire MM-DD-YYYY

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Date of Birth MM-DD-YYYY

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Home Phone Number

2. Contribution Election

PRE-TAX:

I authorize my employer to deduct from my eligible compensation the percentage I enter on a before-tax basis and to contribute that amount to the plan on my behalf (enter an amount from 1% to your plan limit of 100%). _____ %

If I am eligible to make a Catch-Up Contribution, I authorize my employer to treat any amount of my before-tax contributions that exceeds any statutory (or plan) limits as Catch-Up Contributions to the extent such contributions do not exceed the applicable statutory Catch-Up Contribution limit.

I authorize my employer to deduct from my eligible compensation the percentage I enter on a before-tax basis for purposes of a Catch-Up Contribution and to contribute that amount to the plan on my behalf. _____ 100%

Note: If a dollar amount is entered, this amount will be taken from each payroll. Payments will cease when the maximum dollar amount has been contributed for the year. In addition, the determination as to whether an amount qualifies as a Catch-up Contribution will not be made until the end of each year.

ROTH

I authorize my employer to deduct from my eligible compensation the percentage I enter and to contribute that amount to the Roth 401(k) Plan on my behalf (enter an amount from 1% to your plan limit of 100%). _____ %

I authorize my employer to deduct from my eligible compensation the percentage I enter for purposes of a Roth 401(k) Catch-Up Contribution and to contribute that amount to the plan on my behalf. _____ %

Note: Excluding the \$6,000 Catch-up Contribution amount (if applicable), the maximum Roth contribution plus any pre-tax contribution to a traditional 401(k) plan cannot exceed \$18,000 for 2016 or the plan percentage of compensation limit on elective deferrals allowable by your Plan.

I do not wish to contribute to the Plan at this time.

3. Investment Election: *Investment Elections must be made by calling Merrill Lynch at 1 (800) 229-9040*

4. Authorization:

My signature will serve as authorization for this and all future telephone or on-line transactions I make to my accounts.

Employee's Signature _____

Date _____

For Administrative Use Only – Do NOT send this form to Merrill Lynch

Plan Sponsor's Signature _____

Print Plan Sponsor's Name _____

Date _____

Please make a copy of this form for yourself, then return the original to your Human Resources Department.

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Are Not FDIC Insured	Are Not Bank Guaranteed	May Lose Value
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