



Voya Financial
One Orange Way
Windsor, CT 06095



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ATTN: Keith Walker
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DOVER, OH 446227232

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One Orange Way
Windsor, CT 06095-4774

December 21, 2021

RE: FUND MERGER – Vanguard® Institutional Target Retirement Funds – Institutional Shares into Vanguard® Target Retirement Funds - Investor Shares

Dear Valued Client:

The Board of Trustees for Vanguard® Institutional Target Retirement Funds – Institutional Shares (“Institutional TRFs”) approved an agreement and plan of reorganization to merge this target date suite of funds into the Vanguard® Target Retirement Funds - Investor Shares (“Investor TRFs”) target date suite of funds. Your retirement Plan has been identified as a plan that offers Institutional TRFs as a target date suite of funds to your Plan participants, under your retirement plan with Voya Retirement Insurance and Annuity Company.

This fund merger is expected to occur after the close of the New York Stock Exchange (generally 4:00 p.m. eastern time) on or about **February 11, 2022 (the “Merger Date”)**. Immediately, following the fund merger, it is expected that the expense ratio for each Investor TRF will be reduced to 0.08%.

Please refer to the chart below reflecting this fund change.

Fund #	Merging Fund Name	Fund #	Surviving Fund Name	Share Class
4701	Vanguard® Institutional Target Retirement 2015 Fund - Institutional Shares	791	Vanguard® Target Retirement 2015 Fund - Investor Shares	Investor Shares
4702	Vanguard® Institutional Target Retirement 2020 Fund - Institutional Shares	1296	Vanguard® Target Retirement 2020 Fund - Investor Shares	Investor Shares
4703	Vanguard® Institutional Target Retirement 2025 Fund - Institutional Shares	926	Vanguard® Target Retirement 2025 Fund - Investor Shares	Investor Shares
4704	Vanguard® Institutional Target Retirement 2030 Fund - Institutional Shares	1297	Vanguard® Target Retirement 2030 Fund - Investor Shares	Investor Shares
4705	Vanguard® Institutional Target Retirement 2035 Fund - Institutional Shares	793	Vanguard® Target Retirement 2035 Fund - Investor Shares	Investor Shares
4706	Vanguard® Institutional Target Retirement 2040 Fund - Institutional Shares	1298	Vanguard® Target Retirement 2040 Fund - Investor Shares	Investor Shares
4707	Vanguard® Institutional Target Retirement 2045 Fund - Institutional Shares	794	Vanguard® Target Retirement 2045 Fund - Investor Shares	Investor Shares
4708	Vanguard® Institutional Target Retirement 2050 Fund - Institutional Shares	1299	Vanguard® Target Retirement 2050 Fund - Investor Shares	Investor Shares
4709	Vanguard® Institutional Target Retirement 2055 Fund - Institutional Shares	2473	Vanguard® Target Retirement 2055 Fund - Investor Shares	Investor Shares
4710	Vanguard® Institutional Target Retirement 2060 Fund - Institutional Shares	3447	Vanguard® Target Retirement 2060 Fund - Investor Shares	Investor Shares
8985	Vanguard® Institutional Target Retirement 2065 Fund - Institutional Shares	8995	Vanguard® Target Retirement 2065 Fund - Investor Shares	Investor Shares
4711	Vanguard® Institutional Target Retirement Income Fund - Institutional Shares	795	Vanguard® Target Retirement Income Fund - Investor Shares	Investor Shares

If applicable and you would like to transfer the existing assets and future contributions held by your Plan participants in the Institutional TRFs, to another target date suite, or investment option(s) prior to the Merger Date, please contact your Voya® representative. Your Voya representative can discuss your options and provide you with the appropriate paper work. You may also choose to wait until after the Merger Date to modify your fund menu.

Existing Participant Assets and Allocations

On or about the Merger Date, all assets and future contributions held by your Plan participants, in the Institutional TRFs, will be transferred to the Investor TRFs, as shown above. The Fund Fact Sheet for the Investor TRFs will be available online to participants the first business day after the Merger Date, by logging onto their account at www.voyaretirementplans.com.

New Participant Enrollments

If a participant enrolls in the Plan and elects the Institutional TRFs, Voya will invest the contributions and/or reallocate the account using the Investor TRFs for up to 30 calendar days from the Merger Date. After 30 calendar days, any enrollments received will be considered "not in good order," and will require participant instructions before contributions are invested in the participant's Plan account.

Employee Communication

Attached is a Sample Employee Notice you can distribute to your employees regarding this change. If your Plan offers the Enhanced Notice Service, Voya will mail this notice to your employees on your behalf. The Department of Labor's participant disclosure regulations for defined contribution plans subject to the Employee Retirement Income Security Act of 1974 (ERISA), require plan fiduciaries to notify eligible employees, plan participants and beneficiaries of changes to plan-related information between 30 and 90 days before the effective date of the change (or as soon as reasonably practicable if the inability to provide such advance notice is due to events that are unforeseeable or circumstances beyond the control of the plan administrator or the employer.)

If you have questions about this change, please contact your local Voya representative. Thank you for your attention to this matter and your business.

Not FDIC/NCUA/NCUSIF/ Insured | Not a Deposit of a Bank/Credit Union | May Lose Value | Not Bank/Credit Union Guaranteed | Not Insured by any Federal Government Agency

Investors should consider the investment objectives, risks, and charges and expenses of the variable product and its underlying fund options; or mutual funds offered through a retirement plan, carefully before investing. The prospectuses/prospectus summaries/information booklets containing this and other information can be obtained by contacting your local representative. Please read the information carefully before investing.

Any insurance products, annuities and funding agreements that you may have purchased are sold as securities and are issued by Voya Retirement Insurance and Annuity Company ("VRIAC"). Fixed annuities are issued by VRIAC. VRIAC is solely responsible for meeting obligations. Plan administrative services provided by VRIAC or Voya Institutional Plan Services LLC ("VIPS"). Neither VRIAC nor VIPS engage in the sale or solicitation of securities. All companies are members of the Voya family of companies. **Securities distributed by Voya Financial Partners, LLC (member SIPC) or other broker-dealers with which it has a selling agreement.** All products and services may not be available in all states. **CN1959646_1222**



SAMPLE EMPLOYEE NOTICE

Date:

Re: Fund change occurring on or about February 11, 2022

Dear Employee:

The Board of Trustees for Vanguard® Institutional Target Retirement Funds – Institutional Shares (“Institutional TRFs”) approved an agreement and plan of reorganization to merge this target date suite of funds into the Vanguard® Target Retirement Funds - Investor Shares (“Investor TRFs”) target date suite of funds. You are receiving this notice since your retirement Plan with Voya Retirement Insurance and Annuity Company offers Institutional TRFs as a target date suite of funds.

This fund merger is expected to occur after the close of the New York Stock Exchange (generally 4:00 p.m. eastern time) on or about **February 11, 2022 (the “Merger Date”)**. Immediately, following the fund merger, it is expected that the expense ratio for each Investor TRF will be reduced to 0.08%.

Fund #	Merging Fund Name	Fund #	Surviving Fund Name	Share Class
4701	Vanguard® Institutional Target Retirement 2015 Fund - Institutional Shares	791	Vanguard® Target Retirement 2015 Fund - Investor Shares	Investor Shares
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4711	Vanguard® Institutional Target Retirement Income Fund - Institutional Shares	795	Vanguard® Target Retirement Income Fund - Investor Shares	Investor Shares

Existing Participant Assets and Allocations

On or about the Merger Date, all assets and future contributions held by participants in the Institutional TRFs will be transferred to the Investor TRFs, as shown above. The Fund Fact Sheet for the Investor TRFs will be available online the first business day after the Merger Date, by logging into your account at www.voyaretirementplans.com.

After this fund change occurs on or about February 11, 2022, you can reallocate or transfer your assets to any of the investment options available to you through the Plan. Changes can be made either by accessing your account online at www.voyaretirementplans.com or by calling Voya at 800-584-6001.

New Participant Enrollments

If you are currently not enrolled in the Plan and within 30 days from Merger Date you enroll and choose the Institutional TRFs, Voya will invest your contributions into the Investor TRFs. If your enrollment occurs after 30 days from the Merger Date and you chose the Institutional TRFs, Voya will require your direction regarding the investment option(s) and your enrollment will not be "in good order".

If you have any questions about this fund merger or your Plan account please call Voya's Retirement Readiness Customer Service Center at (800) 584-6001, Monday through Friday, during the hours of 8:00 a.m. to 9:00 p.m. (Eastern Time).

Sincerely,

Plan Sponsor

You should consider the investment objectives, risks, and charges and expenses of the variable product and its underlying fund options; or mutual funds offered through a retirement plan, carefully before investing. The prospectuses/prospectus summaries/information booklets containing this and other information can be obtained by contacting your local representative. Please read the information carefully before investing.

Variable annuities and mutual funds offered under a retirement plan are long-term investments designed for retirement purposes. If withdrawals are taken prior to age 59 ½, an IRS 10% premature distribution penalty tax will apply, unless an IRS exception applies. Money taken from the plan will be taxed as ordinary income in the year the money is distributed. Account values fluctuate with market conditions, and when surrendered the principal may be worth more or less than its original amount invested. An annuity does not provide any additional tax deferral benefit, as tax deferral is provided by the plan. Annuities may be subject to additional fees and expenses to which other tax-qualified funding vehicles may not be subject. However, an annuity does provide other features and benefits, such as lifetime income payments and death benefits, which may be valuable to you.

Not FDIC/NCUA/NCUSIF/ Insured | Not a Deposit of a Bank/Credit Union | May Lose Value | Not Bank/Credit Union Guaranteed | Not Insured by any Federal Government Agency

Any insurance products, annuities and funding agreements that you may have purchased are sold as securities and are issued by Voya Retirement Insurance and Annuity Company ("VRIAC"). Fixed annuities are issued by VRIAC. VRIAC is solely responsible for meeting obligations. Plan administrative services provided by VRIAC or Voya Institutional Plan Services LLC ("VIPS"). Neither VRIAC nor VIPS engage in the sale or solicitation of securities. All companies are members of the Voya family of companies. **Securities distributed by Voya Financial Partners, LLC (member SIPC) or other broker-dealers with which it has a selling agreement.** All products and services may not be available in all states. CN1959646_1222