

# HTC America, Inc. 401(k) Plan

Retirement Plan Advisors

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Wealth  
Management

# Collaborators with Your Retirement Plan

## RBC Wealth Management

- Investment Advisor
- Answer Investment Related Questions

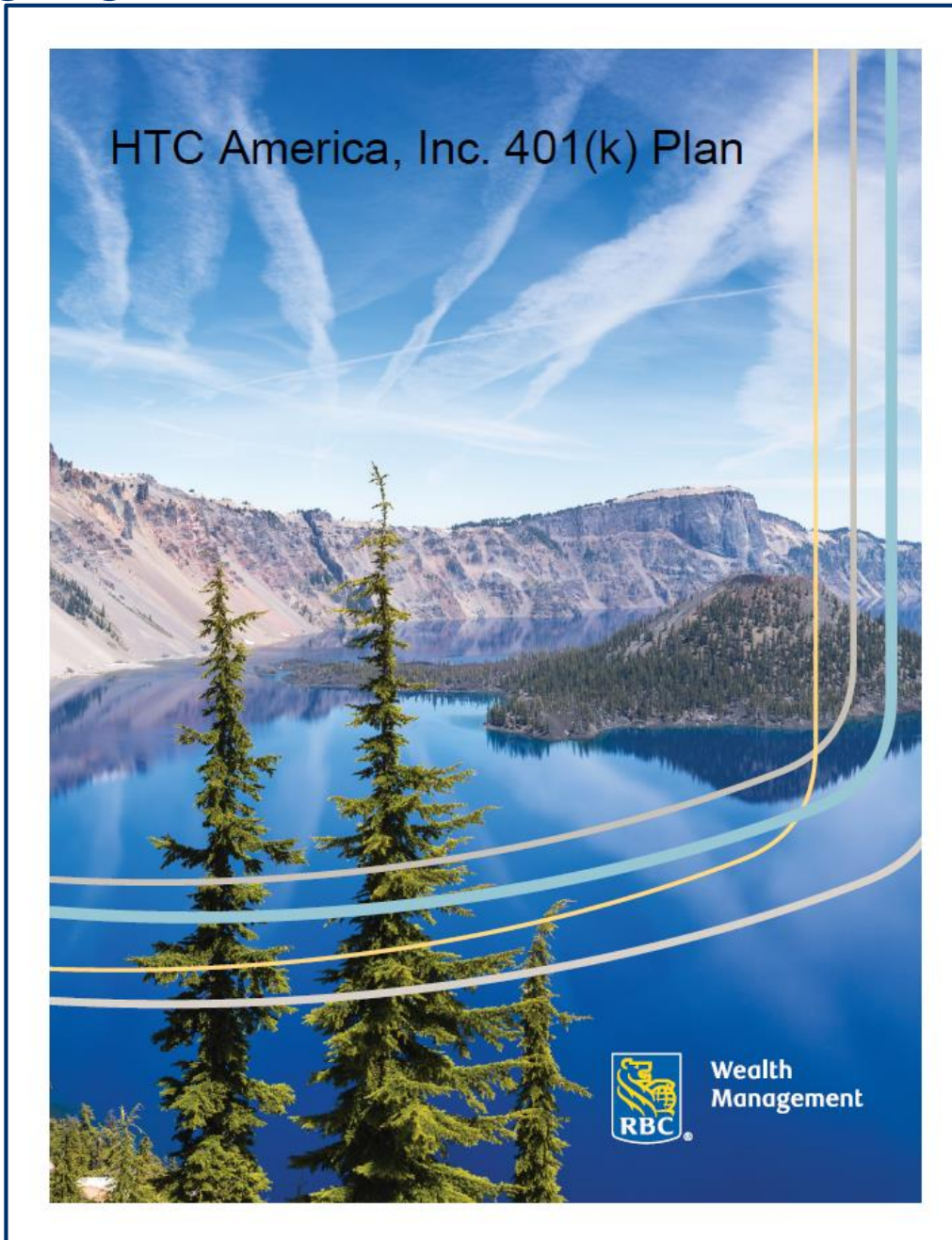
## NWPS

- Plan Administrator
- Answer Administrative Questions



Wealth  
Management

# Plan Highlights Brochure



# Your Plan at a Glance



## Your 401(k) Plan at a Glance

### Looking for more information?

To learn more about the provisions of your Plan, please see your Summary Plan Description (SPD). You can get a copy of your SPD by contacting your HR Department or by visiting [www.yourplanaccess.net/nwps](http://www.yourplanaccess.net/nwps).

#### Default Login Information:

**UserID:** Social Security Number

**Password:** Last 4 Digits of your Social Security Number

Please contact NWPS if you are experiencing trouble logging in at 888.700.0808.

<b>When can I participate?</b>	Once you are age 18, you are eligible to participate in the Plan after the second payroll period following the completion of eligibility requirements as defined in the SPD.
<b>How much can I contribute?</b>	You can contribute Pre-Tax and/or Roth up to 100% of your pay to your account (up to the IRS limits for 2023 of \$22,500, if you are age 50 or older you can also make a \$7,500 "catch-up" contribution).
<b>How much does my employer contribute?</b>	HTC will contribute a Safe Harbor Matching Contribution equal to 100% of your 401(k) contributions not to exceed 4% of your 401(k) eligible compensation.
<b>When do I own or become "vested" in contributions?</b>	The Safe Harbor contribution is 100% vested.
<b>How does the Automatic Enrollment Program work?</b>	Participants who do not make an election will automatically be enrolled at a deferral rate of 4% of their eligible compensation. These contributions will be invested in the age-appropriate Target Date Fund. Participants wanting to contribute a rate different than 4%, including 0%, must make the election. The automatic contribution will be effective as soon as administratively feasible, approximately 30 days following the date of hire. No later than the third pay date.
<b>How is my account invested?</b>	You can invest your account balance by choosing from a variety of investment funds offered through the Plan. The Plan offers funds with varying levels of risk and return potential for all types of investors. There are also Target Date Funds available.
<b>Can I take a loan?</b>	Yes, loans are available. You can borrow up to 50% of the vested balance. Min-\$500 to Max-\$50,000. Only one outstanding loan is permitted at a time. You can model different loan scenarios by visiting <a href="http://www.yourplanaccess.net/nwps">www.yourplanaccess.net/nwps</a> and logging into your account.
<b>Can I access my money while I am still working?</b>	Hardship withdrawals and loans are allowed under limited circumstances. When you reach 59 ½, the vested balance of your funds are available to you and you can withdrawal the money once per year for any reason with no penalty.
<b>What happens to my account when I leave the company?</b>	When you leave the company, you can leave your money in the Plan if your account balance is over \$5,000. You also have several options including: <ul style="list-style-type: none"> <li>Receiving your account as a single cash payment (Note: there will likely be penalties and taxes associated with this option)</li> <li>Rolling your money into another qualified plan, including an IRA or a 401(k)/403(b) offered by your new employer</li> </ul>
<b>Can I roll my previous 401(k) or 403(b) account into this plan?</b>	Yes, your Plan can accept rollovers from other qualified plans. Please see your benefits manager or contact NWPS at 888.700.0808 or visit <a href="http://www.yourplanaccess.net/nwps">www.yourplanaccess.net/nwps</a> for rollover forms.

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# Plan Features

- You are eligible for the Plan immediately, provided you are over the age of 18. You may enter after the second payroll period.
- You can contribute Pre-Tax and/or Roth up to 100% of your pay.
  - For 2023 you can contribute up to \$22,500 per year (\$30,000 if age 50 or over with \$7,500 “catch-up”)
- HTC makes a 4% Safe Harbor Contribution
  - Safe Harbor – 100% vested
  - Your Contributions – 100% vested always
- Loans available
- Rollovers are accepted



# Pre-Tax vs. Roth Contributions

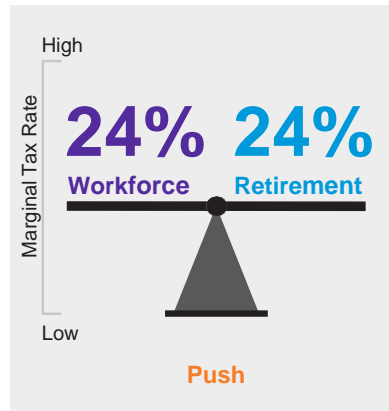
	Traditional 401(k)	Roth 401(k)
Salary deferral contributions	Pre-tax	Post-tax
Earnings	Tax deferred	Tax free*
Qualified distributions	Taxable	Tax free*
Rollover ability	Employer Plan or IRA	Roth 401(k) or Roth IRA only
Vesting on salary deferrals	100% immediate	100% immediate

\*Tax free as long as the withdrawal is made at least 5 years after the first designated Roth contribution was made to the Plan and the distribution must be made after the participant's attainment of age 59½, death or disability.

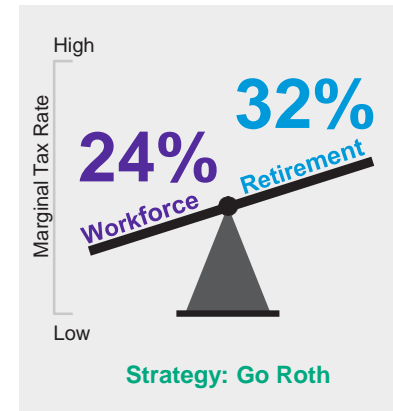
Tax Rates Lower in Retirement



Tax Rates Same in Retirement



Tax Rates Higher in Retirement



# Performance Report

## HTC America 401(k) Plan Investment Performance For Period Ending September 30, 2022



INVESTMENT OPTION / Index	Fund Category	Ticker	YTD	1YR	3YR	5YR	10YR / Inception	Exp Ratio
<b>INTERNATIONAL &amp; GLOBAL STOCK FUNDS</b>								
Vanguard Emerging Mkts Stock Idx Adm <i>FTSE EMs AC China A Incl (US RIC) NR USD</i>	Emerging Markets Index	VEMAX	-24.01	-24.33	-0.56	-0.71	1.42	-- 0.14
American Funds Europacific Growth R4 <i>MSCI ACWI Ex USA NR USD</i>	International	REREX	-32.27	-33.09	-1.59	-0.58	4.16	-- 0.81
Vanguard Total Intl Stock Index Admiral <i>FTSE Global All Cap ex US (USA) NR USD</i>	International Index	VTIAX	-26.76	-25.21	-1.18	-0.70	3.31	-- 0.11
Northern Global Sustainability Index K <i>MSCI World ESG Leaders NR USD</i>	Global Index	NSRKX	-27.06	-20.30	4.40	5.48	8.29	-- 0.24
			-27.00	-20.30	4.37	5.43	8.20	
<b>U.S. STOCK FUNDS</b>								
Conestoga Small Cap Institutional <i>Russell 2000 Growth TR USD</i>	Small Company Growth	CCALX	-32.04	-28.62	2.86	6.25	11.16	-- 0.90
Allspring Special Small Cap Value R6 <i>Russell 2000 Value TR USD</i>	Small Company Value	ESPRX	-22.66	-17.29	2.99	3.42	9.19	-- 0.81
Vanguard Extended Market Index Admiral <i>S&amp;P Completion TR USD</i>	Small/Mid Company Index	VEXAX	-30.04	-29.55	4.24	4.82	9.41	-- 0.06
Vanguard Explorer Adm <i>Russell Mid Cap Growth TR USD</i>	Mid Company Growth	VEVAX	-28.11	-25.39	6.41	8.39	11.21	-- 0.29
MFS Mid Cap Value R4 <i>Russell Mid Cap Value TR USD</i>	Mid Company Value	MVCJX	-18.55	-10.26	5.94	6.14	10.01	-- 0.77
T. Rowe Price All-Cap Opportunities Fund <i>Russell 1000 Growth TR USD</i>	Large Company Growth	PRWAX	-26.53	-22.12	12.44	13.48	14.77	-- 0.76
Vanguard Equity-Income Adm <i>Russell 1000 Value TR USD</i>	Large Company Value	VEIRX	-12.22	-4.58	6.65	7.42	10.36	-- 0.19
Columbia Contrarian Core Adv <i>Russell 1000 TR USD</i>	Large Company Blend	CORRX	-23.44	-17.05	8.32	8.22	11.44	-- 0.75
Vanguard Institutional Index I <i>S&amp;P 500 TR USD</i>	Large Company Index	VINIX	-23.89	-15.50	8.14	9.21	11.67	-- 0.04
Vanguard FTSE Social Index Admiral <i>FTSE4Good US Select TR USD</i>	Environmental, Social, Governance	VFTAX	-27.86	-20.13	7.66	9.31	12.64	-- 0.14
Calvert US Large Cap Core Rspnb Idx R6 <i>Calvert US LC Core Responsible TR USD</i>	Environmental, Social, Governance	CSXRX	-26.59	-19.42	8.42	9.51	11.99	-- 0.19
			-26.61	-19.38	8.69	9.80	-	
<b>BOND &amp; INCOME FUNDS</b>								
PGIM Total Return Bond Z <i>Bloomberg US Agg Bond TR USD</i>	Diversified Bond	PDBZX	-16.79	-16.55	-3.80	-0.23	1.65	-- 0.49
Vanguard Total Bond Market Index Adm <i>Bloomberg US Agg Bond TR USD</i>	Bond Index	VBTLX	-14.59	-14.66	-3.27	-0.26	0.85	-- 0.05
JPMorgan Government Bond A <i>Bloomberg US Govt/Mortgage TR USD</i>	US Government Bond	OGGAX	-12.79	-13.14	-3.40	-0.59	0.23	-- 0.75
WT CIT III for Metlife GAC 25554 CL L <i>FTSE Treasury Bill 3 Mon USD</i>	Stable Value		0.90	1.17	1.31	1.55	1.64	-- 0.99
			0.62	0.63	0.57	1.13	0.66	
<b>SECTOR FUNDS</b>								
Vanguard Real Estate Index Admiral	Real Estate	VGSLX	-29.25	-18.71	-1.59	3.09	6.24	-- 0.12
Vanguard Financials Index Admiral	Financials	VFAIX	-21.72	-18.00	4.39	4.93	10.84	-- 0.10
Fidelity® Select Materials	Materials	FSDPX	-22.07	-10.10	9.28	2.78	5.70	-- 0.75
T. Rowe Price Global Technology	Global Technology	PRGTX	-52.34	-54.62	0.73	3.50	13.83	-- 0.86
Vanguard Health Care Adm	Health Care	VGHAX	-11.49	-7.19	10.05	7.38	12.37	-- 0.25
Vanguard Energy Adm	Energy	VGELX	7.60	14.52	0.31	-0.99	-0.32	-- 0.33
<b>TARGET DATE FUNDS</b>								
T. Rowe Price Retirement 2060 Advisor		TRRYX	-25.94	-22.44	3.28	4.26	5.44 Jun-14	0.89
T. Rowe Price Retirement 2050 Advisor		PARFX	-25.87	-22.36	3.33	4.31	7.76	-- 0.88
T. Rowe Price Retirement 2040 Advisor		PARDX	-25.22	-21.92	3.07	4.15	7.64	-- 0.85
T. Rowe Price Retirement 2030 Advisor		PARCX	-22.40	-19.51	2.59	3.79	6.98	-- 0.83
T. Rowe Price Retirement 2020 Advisor		PARBX	-19.27	-17.00	1.86	3.18	5.83	-- 0.78
T. Rowe Price Retirement 2010 Advisor		PARAX	-18.23	-16.29	1.01	2.44	4.41	-- 0.74
T. Rowe Price Retirement Balanced Adv		PARIX	-16.93	-15.22	1.29	2.49	3.88	-- 0.74

Investors should consider the investment objectives, risks, and fees and expenses of a mutual fund carefully before investing. A prospectus containing this and other information about each fund is available by contacting your RBC Wealth Management financial advisor. Please read the prospectus carefully before investing to make sure that the fund is appropriate for your goals and risk tolerance. Please see the last page for additional disclosures.

The performance data quoted represents past performance. Past performance is no guarantee of future results. Investment return and principal value will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original value. Current performance may be lower or higher than the performance data quoted. For performance data current to the most recent month-end, please contact RBC Wealth Management at (866) 416-9716 or contact the fund company directly.



# Performance Report Disclosures

## Disclosures:

Morningstar, an independent provider of mutual fund information, provided the mutual fund data represented in the table on the previous page. This material is provided as an informational resource only and is not intended to be the primary basis of any investment decisions. This material is derived from data sources deemed to be reliable, but is not guaranteed as to accuracy and completeness and does not purport to be a complete analysis of the material discussed. The information provided is for illustrative purposes only and does not constitute an offer to sell or a solicitation of an offer to buy any securities or services mentioned.

Performance returns for individual funds are total returns provided by Morningstar. Morningstar's calculation of total return is determined each month by taking the change in monthly net asset value (NAV), reinvesting all income and capital-gains distributions during that month, and dividing by the starting NAV. Reinvestments are made using the actual reinvestment NAV, and daily payoffs are reinvested monthly. Total returns do not include sales charges, commissions, advisory fees, or other costs associated with investing, but do account for management, administrative, 12b-1 fees, and other costs taken out of fund assets. Total returns for periods longer than one year are expressed in terms of compounded average annual returns (also known as geometric total returns). Participant accounts will incur fees and costs, resulting in reduced returns. The effect of such fees and costs on returns compounds over time. For example: if a participant were to invest \$100,000 in a fund that earns an average annual return of 7.0% and has an expense ratio of 0.9%, after 30 years that investment would be worth about \$580,000. If a participant were to incur additional annual fees and costs of 0.6%, for a total of 1.5% over that 30-year period, the participant would finish the 30-year period with about \$490,000, nearly \$100,000 less. For additional information regarding the actual fees and costs participants will incur, please contact the plan sponsor.

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Indexes are unmanaged statistical composites that reflect a group of securities that are representative of the asset class and style of the fund as categorized in the Investment Performance report. An investment cannot be made into an index.

The stable value funds identified, if any, are structured either as collective investment trust funds ("CITs") or insurance company general or separate accounts, but are not mutual funds (as defined under the Investment Company Act of 1940, as amended). For detailed information about these products please see the applicable disclosure document related to the product in question.

## For Plans with Asset Allocation Models:

Accounts participating in Asset Allocation Models are invested in the funds listed for each Strategy according to the target percentages listed for each fund. The returns depicted for each Strategy are hypothetical and include the returns for the funds listed in the Strategy, as well as returns for funds that have been removed from the Strategy—information regarding these funds is available upon request. The returns depicted for the Strategies do not reflect investment returns for actual investments in each Strategy.

Performance returns for the Asset Allocation Models are calculated using Morningstar. In Morningstar, the target percentages listed for each fund are applied to that fund's monthly returns, beginning at the end of the day on the start date of the period listed, and then the resulting weighted average monthly returns are geometrically linked. The return calculations assume monthly rebalancing, as well as the reinvestment of dividends and capital gains, which may be reinvested at the end of the month in which they are made at the month-end closing price. Returns for participant accounts invested according to the Strategies will differ from the returns depicted for the Strategies. Such results do not represent actual trading and may not reflect the impact that material economic and market factors might have had on decision-making if an adviser were actually managing the strategy.

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## For Plans with Target Date Funds:

An investment in a target date fund is not guaranteed at any time, including on or after the target date. Target date fund suggestions are based on an estimated retirement age of approximately 65. Should the investor choose to retire significantly earlier or later, he/she may want to consider a fund with an asset allocation more appropriate to his/her situation.

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**The MSCI Emerging Markets Index** is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. **The MSCI ACWI Ex US Index** captures large and mid cap representation across 22 of 23 developed markets (excluding the US) and 23 emerging markets countries. With 1,829 constituents, the index covers approximately 85% of the global equity opportunity set outside the US. **The MSCI ACWI Index** is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets. The MSCI ACWI consists of 48 country indexes comprising 23 developed and 23 emerging market country indexes. **The MSCI US REIT Index** is a free float-adjusted market capitalization weighted index that is comprised of equity REITs with 137 constituents. The index represents approximately 95% of the US REIT universe. **The Russell 2000 Index** consists of the smallest 2000 securities in the Russell 3000 Index, representing approximately 11% of the Russell 3000 total market capitalization. **The Russell 2000 Growth Index** contains those securities in the Russell 2000 index with a greater-than-average growth orientation. Securities in this index tend to exhibit higher price to book and price to earnings ratios, lower dividend yields, and higher forecasted growth rates than Value universe. **The Russell 2000 Value Index** contains those securities in the Russell 2000 index with a less-than-average growth orientation. Securities in this index tend to exhibit lower price-to-book and price-to-earnings ratios, higher dividend yields, and lower forecasted growth rates than Growth universe. **The Russell Midcap Index** consists of the smallest 800 securities in the Russell 1000 Index, as ranked by total market capitalization. This index accurately captures the medium-sized universe of securities and represents approximately 35 percent of the Russell 1000 total market capitalization. **The Russell Midcap Growth Index** contains securities with a greater-than-average growth orientation. Securities in this index tend to exhibit higher price-to-book and price-to-earnings ratios, lower dividend yields, and higher forecasted growth rates than the value universe. **The Russell Midcap Value Index** contains those securities in the Russell Midcap Index with a less-than-average growth orientation. Securities in this index tend to exhibit lower price-to-book and price-to-earnings ratios, higher dividend yields, and lower forecasted growth rates than the Growth universe.





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