



**Anna ISD**

**Payroll Change Cut-Off Dates**

**Plan Type**

**Internal Revenue Code Section 403(b)**

**Changes Submitted Online by:**

**Effective Paycheck Date:**

**Changes are needed by the end of every month**

**Changes are for the 15<sup>th</sup> payroll date**

**Changes are needed by the 14<sup>th</sup> of every month**

**Changes are for the end of month payroll date**

**For more information please contact JEM Resource Partners, the Plan Administrator**