# VRSP

**Insert company logo**

# NOTICE OF INCREASE

# DEFAULT CONTRIBUTION RATES FROM 3% TO 4% IN JANUARY 2019

The *Voluntary Retirement Savings Plan Act* accounts for the gradual change in the default contribution rates to your VRSP. The current default rate is:

* 3% of gross salary from January 1 to December 31, 2018
* 4% of gross salary as of January 1, 2019

**This means that as of January 2019, all employees who contributed to the default rate of 3% will be subject to an increase of 4%, unless otherwise specified.**

Optional paragraph. Even though there is no mandatory increase for employer contributions, we’re pleased to announce that we have decided to increase our contribution to X%.

If you want a contribution rate other than 4%, please inform NAME OF PERSON before DATE.

Saving for the future is one of the best decisions a person can make to safeguard their financial well-being, and we’re pleased to help you achieve this through a VRSP.

SIGNATORY

On behalf of

NAME OF EMPLOYER