

# Finding Monthly Minimum Contribution

## Summary

Find your employer's Monthly Minimum Contribution in Employer Access.

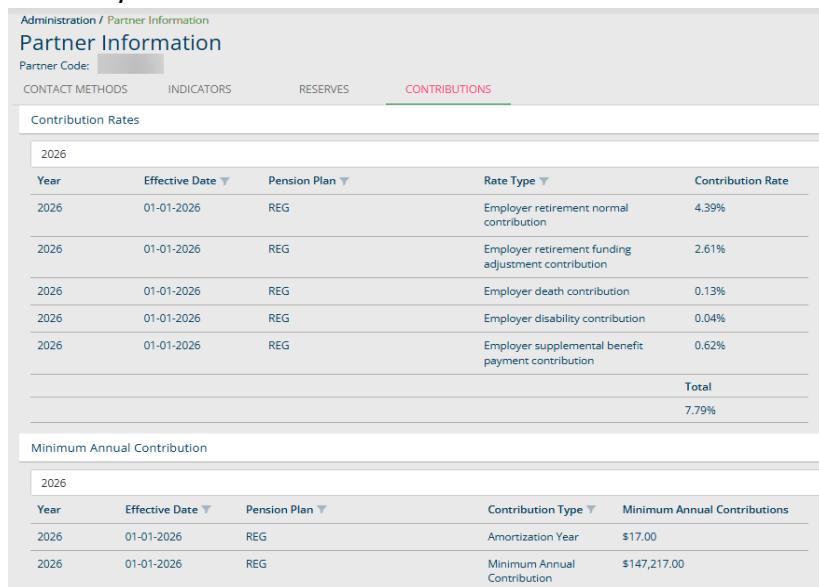
## Steps

The procedure is as follows:

1. Click on the **Administration Icon** on the Employer Access vertical menu and then click on **Partner Information**.



2. From the **Partner Information Page**, click on the **Contributions Tab**.
3. Scroll down until you see the **Minimum Annual Contributions**.

A screenshot of the "Partner Information" page in Employer Access. The top navigation bar shows "Administration / Partner Information" and the "Partner Information" tab is selected. Below the navigation, there are tabs for "CONTACT METHODS", "INDICATORS", "RESERVES", and "CONTRIBUTIONS", with "CONTRIBUTIONS" being the active tab. The main content area is titled "Contribution Rates" and shows a table for the year 2026. The table has columns for Year, Effective Date, Pension Plan, Rate Type, and Contribution Rate. The contribution rates listed are: Employer retirement normal contribution (4.39%), Employer retirement funding adjustment contribution (2.61%), Employer death contribution (0.13%), Employer disability contribution (0.04%), and Employer supplemental benefit payment contribution (0.62%). A "Total" row shows a contribution rate of 7.79%. Below this is a section titled "Minimum Annual Contribution" with a table for the year 2026. The table has columns for Year, Effective Date, Pension Plan, Contribution Type, and Minimum Annual Contributions. The minimum annual contributions listed are: Amortization Year (\$17.00) and Minimum Annual Contribution (\$147,217.00).

4. Use the filters to find the desired period of time.
5. Using your **Minimum Annual Contribution**, calculate the minimum monthly contribution required each month.

## For Example:

If the **Minimum Annual Contribution** for 2026 is \$147,217.00, to arrive at the **Minimum Monthly Contribution**, divide that number by 12.

$$\$147,217.00/12 = \$12,268.08$$