

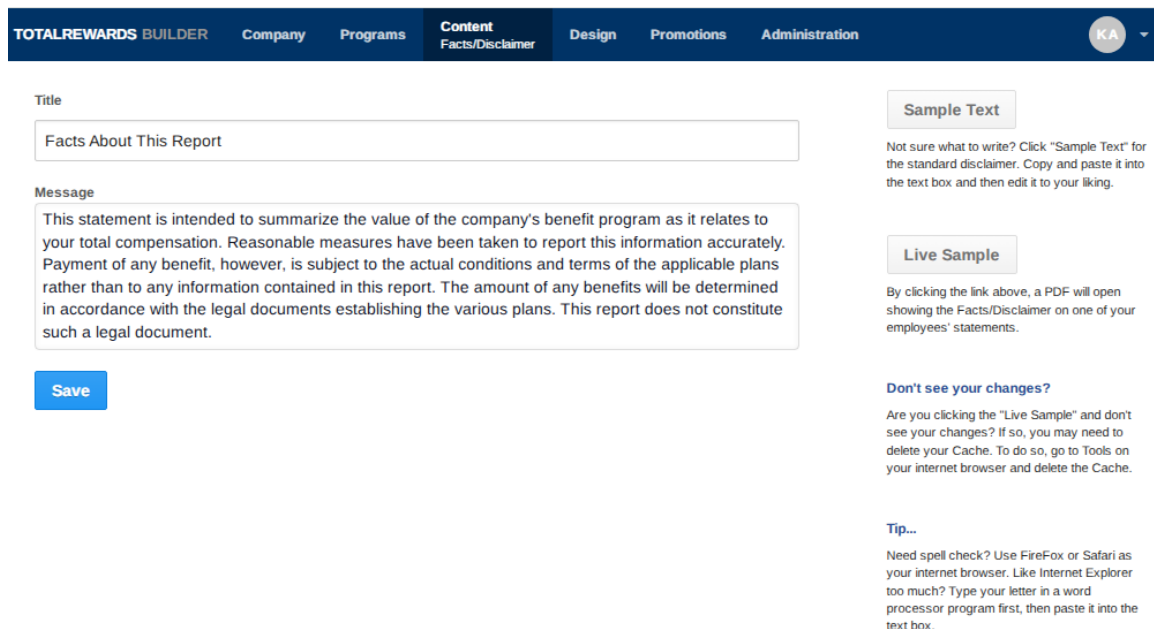
Facts/Disclaimer

Last Modified on 10/08/2025 11:44 am PDT

The Facts About This Report or Disclaimer serves as a reminder that the statement is for informational purposes only. It is not a W-2 and does not represent a legally binding contract. The disclaimer appears at the end of the Compensation page in the online statement and on the last page of the PDF/print version.

□ Modify the Facts/Disclaimer:

1. Go to **Content**.
2. Select **Facts/Disclaimer** from the dropdown.
3. Click the **Title** field to edit the heading.
4. Click the **Message** box to edit or replace the default text.



The screenshot shows the 'TOTALREWARDS BUILDER' interface with a dark blue header. The 'Content' tab is selected, and 'Facts/Disclaimer' is chosen from the dropdown. The main area contains a 'Title' field with the text 'Facts About This Report' and a 'Message' box with a default disclaimer text. To the right, there are two buttons: 'Sample Text' and 'Live Sample'. Below these buttons, there is a 'Don't see your changes?' section with a tip about clearing the browser cache. At the bottom left, there is a blue 'Save' button.

TOTALREWARDS BUILDER Company Programs **Content** Facts/Disclaimer Design Promotions Administration KA

Title

Facts About This Report

Message

This statement is intended to summarize the value of the company's benefit program as it relates to your total compensation. Reasonable measures have been taken to report this information accurately. Payment of any benefit, however, is subject to the actual conditions and terms of the applicable plans rather than to any information contained in this report. The amount of any benefits will be determined in accordance with the legal documents establishing the various plans. This report does not constitute such a legal document.

Save

Sample Text

Not sure what to write? Click "Sample Text" for the standard disclaimer. Copy and paste it into the text box and then edit it to your liking.

Live Sample

By clicking the link above, a PDF will open showing the Facts/Disclaimer on one of your employees' statements.

Don't see your changes?

Are you clicking the "Live Sample" and don't see your changes? If so, you may need to delete your Cache. To do so, go to Tools on your internet browser and delete the Cache.

Tip...

Need spell check? Use FireFox or Safari as your internet browser. Like Internet Explorer too much? Type your letter in a word processor program first, then paste it into the text box.

5. **Delete** the text if you feel it is unnecessary.
6. Click **Save**.

□ **Note:** Facts/Disclaimer have been **pre-populated** for you. Tailor it to meet your organization's legal and informational requirements.

□ **Quick Steps:** Content → Facts/Disclaimer → Edit or Delete → Save