

Rath, Mikie

From: Enron Announcements/Corp/Enron@ENRON on behalf of Corporate Benefits@ENRON
Sent: Tuesday, October 16, 2001 11:10 PM
To: All Enron Employees United States Group@ENRON
Subject: To: All Domestic Employees who Participate in the Enron Corp. Savings Plan

Mark your calendar--
the Enron Corp. Savings Plan is moving to a new administrator!

In preparation, here are a few things you need to remember.

For All Savings Plan participants, Friday, October 19 at 3:00pm CST will be the last day to:

- Request a loan or a loan payoff so that funds can be allocated or distributed in time.
- Request a withdrawal (In-service or Hardship).

For SDA Participants, Friday, October 19 at 3:00pm CST will be your last day to:

- Make trades in your Schwab SDA brokerage account so that we can move your holdings in-kind.
- Re-invest any Schwab mutual funds into your choice of funds - the default will be your money market fund.

Other transactions, such as Contribution Rate Changes and Investment Fund Transfers, will continue until 3:00pm CST on October 26.

EnronBenefits... *keeping pace with your lifestyle.*