Waddell and Reed

**Company Name:** [Waddell and Reed](http://www.waddell.com)

**Company Customer Service Phone #:** 888-923-3355

**NMSU Group Number:** 10898377

**Provider of:** 403(b)

**Agent(s) of Record – Contact Information**

**Name:** Jose A. Alanis

**Title:** Financial Advisor

**E-mail:** [jalanis@wradvisors.com](mailto:jalanis@wradvisors.com)

**Phone:** 915-778-3122 ext. 108

**Fax:** 915-778-4792

**Other:** [www.josealanis.wrfa.com](http://www.josealanis.wrfa.com)

**Special Instructions:**

* Contact vendor to set up investment account prior to submitting Salary Reduction form to NMSU HR Services.
  + Incomplete Salary Reduction Forms may be returned for correction before processing.
* Accounts not set up at the time the first contribution is sent to the company will result in cancellation of the payroll deduction. The employee will be required to submit a new Salary Reduction Form once account is available to receive contributions.