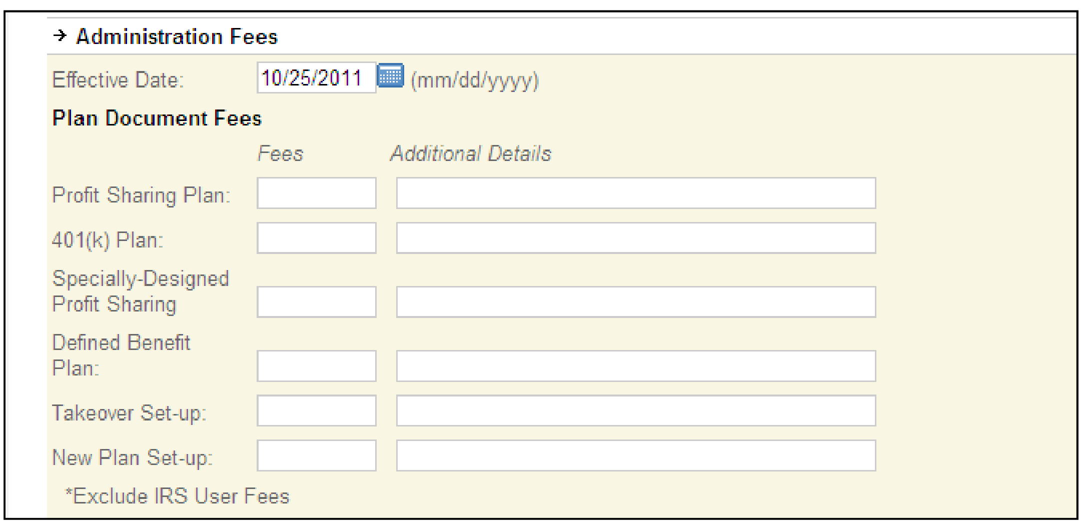
Entering TPA Fee Schedule for Proposal purposes

1. Log on to www.ta-retirement.com with your **TPA** Username and Password.

2. From the TPA Home Page, use the Left Navigation Bar to access the **"TPA Tools and Resources"** menu.

3. Select **“TPA Profile”** from the Left Navigation Bar.

4. In the “TPA Profile” page scroll to the bottom to locate the **“Administration Fees”** Section.



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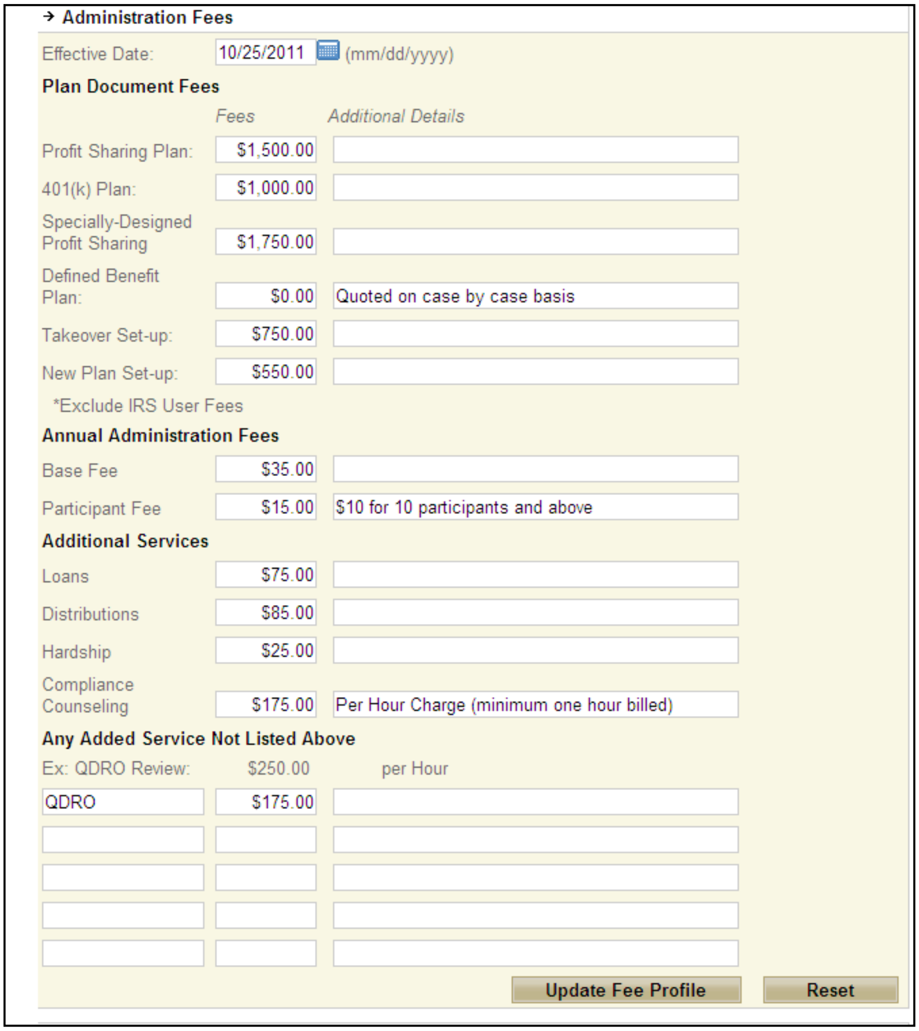
5. Enter the Effective Date and Fee Schedule into the boxes provided. **Note:** The Additional Details boxes are not required fields.



→ **Administration Fees**

Effective Date: 10/25/2011 (mm/dd/yyyy)

Plan Document Fees

	Fees	Additional Details
Profit Sharing Plan:	$1,500.00	
401(k) Plan:	$1,000.00	
Specially-Designed Profit Sharing	$1,750.00	
Defined Benefit Plan:	$0.00	Quoted on case by case basis
Takeover Set-up:	$750.00	
New Plan Set-up:	$550.00	

*Exclude IRS User Fees

Annual Administration Fees

Base Fee	$35.00	
Participant Fee	$15.00	$10 for 10 participants and above

Additional Services

Loans	$75.00	
Distributions	$85.00	
Hardship	$25.00	
Compliance Counseling	$175.00	Per Hour Charge (minimum one hour billed)

Any Added Service Not Listed Above

Ex: QDRO Review:	$250.00	per Hour
QDRO	$175.00	

Update Fee Profile | Reset

6. Click on the **"Update Fee Profile"** button when ready to move forward.

7. The Review page enables you to review the fees you have entered for accuracy.

   a. Click on the "**Edit"** button to make additional changes.
   b. Click on the **"Confirm"** button to finalize the Fee submission.

TPA Profile - Administration Fee Review

You made the following changes to your firm's administrative fees. Review and then click **Confirm** to implement these changes.

Effective Date:	10/25/2011	
Plan Document Fees		
Profit Sharing Plan	$1,500.00	
401(k)Plan	$1,000.00	
Specially-Designed Profit Sharing	$1,750.00	
Defined Benefit Plan	$0.00	Quoted on case by case basis
Takeover Set-up	$750.00	
New Plan Set-up	$550.00	
Annual Administration Fees		
Base Fee	$35.00	
Participant Fee	$15.00	$10 for 10 participants and above
Additional Services		
Loans	$75.00	
Distributions	$85.00	
Hardship	$25.00	
Compliance Counseling	$175.00	Per Hour Charge (minimum one hour billed)
Added Services Not Listed Above		
QDRO	$175.00	

Confirm Edit Cancel

8. You will receive a Confirmation Page; you may print a copy for your records.

TPA Profile - Administration Fee Confirmation

Return to TPA Profile

Thank you. The fee profile for your firm has been updated. Please print a copy of this page for your records.

Confirmation Number:	**6058**
Transaction Date:	**12/22/2011 - 10:17 AM PT**
Submitted By:	**Sandy Wiggins**
Effective Date	**10/25/2011**

Plan Document Fees		
Profit Sharing Plan	**$1,500.00**	
401(k)Plan	**$1,000.00**	
Specially-Designed Profit Sharing	**$1,750.00**	
Defined Benefit Plan	**$0.00**	**Quoted on case by case basis**
Takeover Set-up	**$750.00**	
New Plan Set-up	**$550.00**	
Annual Administration Fees		
Base Fee	**$35.00**	
Participant Fee	**$15.00**	**$10 for 10 participants and above**
Additional Services		
Loans	**$75.00**	
Distributions	**$85.00**	
Hardship	**$25.00**	
Compliance Counseling	**$175.00**	**Per Hour Charge (minimum one hour billed)**
Added Services Not Listed Above		
QDRO	**$175.00**	

Print Page