

Fee assessment worksheet

The movement toward greater transparency in 401(k) plan fees has made it more important than ever for plan sponsors and financial professionals to understand the specific fees associated with different third-party services. The form below is designed to help you conduct an inventory of the services and fees currently being paid to various service providers.

Current fees being paid by plan			
	Bundled with other fees or billed à la carte?	How is it billed? (% of assets, \$ per participant, flat fee)	Total estimated annual cost (\$)
Administrative services			
General recordkeeping and accounting			
Participant statements			
Participant online access			
Form 5500 preparation			
Non-discrimination testing			
Participant loan management			
Investment transfers			
QDRO processing			
Distribution processing			
Accounting/audit services			
Summary documents for Plan Sponsor			
Other (specify)			
Trustee services			
Safekeeping of plan assets			
Certified trust statement			
Financial Professional services			
Plan review			
Investment review			
Service provider review			
Employee/participant education			
Other (specify)			
Investment costs			
Fund management fees (expense ratios)			
12b-1 fees			
Wrap fees			
Sub-transfer fees			
Brokerage fees/commissions			
Other (specify)			

For Financial Professional use with plan sponsors.

This worksheet is intended for general informational purposes only. Neither this worksheet nor any information or services provided by your Financial Professional constitute legal, tax or investment advice. Plan fiduciaries should consult with their legal counsel to understand the full scope of their responsibilities under the Employee Retirement Income Security Act (ERISA) with respect to plan fees and expenses. Neither your Financial Professional nor your Financial Professional's firm shall be deemed to be acting as a "fiduciary" under ERISA in furnishing services to your plan.

© 2013 Legg Mason Investor Services, LLC. Member FINRA, SIPC. Legg Mason Investor Services, LLC is a subsidiary of Legg Mason, Inc. 409535 TAPX015809-W3 11/13 FN1312641

INVESTMENT PRODUCTS: NOT FDIC INSURED • NO BANK GUARANTEE • MAY LOSE VALUE