

Financial Professional evaluation questionnaire/survey

Complete the following so that we can best understand your satisfaction with the services and solutions currently being provided to you.

Name: _____ Title: _____

When you think about the services and solutions provided to your business retirement plan, please rate your Financial Professional on a scale of 1 to 7. Please indicate whether you agree or strongly disagree.



1 Plan review meetings: You are highly satisfied with the frequency, topics covered, suggestions made and usefulness of the information offered during these meetings. Plan agendas are provided beforehand, and the Financial Professional follows up after all meetings to ensure implementation of meeting outcomes.

2 Fiduciary education: Regular education on fiduciary implications and requirements is provided. Committee members view the Financial Professional as a knowledgeable and important resource.

Your Financial Professional is a fiduciary of the plan:

Yes No

3 Investment Policy Statements:

Your Financial Professional assists you in the creation, monitoring and execution of an Investment Policy Statement (IPS).

You have an IPS:

Yes No

4 Investments: You regularly review market and economic data with your Plan Administrator (PA) and compare that to plan investment results. Your Financial Professional assists in evaluating when investments should be placed on a “watch list,” as well as when it might be appropriate to remove or change investments.

For Financial Professional use with plan sponsors.

This questionnaire/survey is intended for general informational purposes only. Neither this questionnaire nor any information or services rendered 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 of 1974 (ERISA) with respect to the matters addressed in the questionnaire/survey. Plan fiduciaries should speak with their legal counsel before completing the questionnaire/survey and should discuss legal requirements for addressing any issues or deficiencies identified in the questionnaire/survey. 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.

Strongly Agree

Strongly Disagree

7 | 6 | 5 | 4 | 3 | 2 | 1 | N/A

5 Plan fees: Your Financial Professional regularly reviews whether your fees are reasonable and periodically assists in an RFP or benchmarking process to make sure your fees are in line with similar plans offering similar services. Your PA helped you fully understand the 408(b)(2) disclosures you received.

You have a Fee Policy Statement:

Yes No

6 Plan Administrator fees/compensation:

You understand how your PA charges you for the services provided to the plan. Your PA regularly discusses how much these services cost and has explained different fee types and their implications (flat fee, asset-based, 12b-1, sub-TA, commissions, etc.). PA fee information is clearly documented for your files.

7 Plan design: As business needs change, your Financial Professional discusses changes to the Plan Document that might improve participant outcomes, reduce plan costs or allow certain employees to receive larger profit-sharing contributions.

8 Plan administration and recordkeeping:

Your Financial Professional is a valued resource when participant records or plan-wide testing questions arise. Your PA assists with gathering data or reviewing statements, records and tests when needed. Suggestions for adding new services and streamlining current services are also offered.

9 Participant education services: Participant meetings cover appropriate topics, increase understanding and participation, and are held frequently enough.

You have an Education Policy Statement:

Yes No

10 I am fully satisfied with my Financial Professional in handling the plan.

Is there anything you wish your **Financial Professional** would assist you with or provide? Or is there anything in particular your Financial Professional does that you do not like?

Do you have any other comments, questions or concerns that we can help you with?

Thank you for your time completing this survey.

Sincerely,

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