

To receive a Standard Retirement Plan Benchmark Report please complete **Section I** of this questionnaire. If you are interested in receiving the Customized Retirement Plan Benchmark Report, continue on to **Section II** and answer the questions that pertain to your plan. This report is provided to you as a courtesy of BBR Services, LP at no cost or obligation.

This form can be completed directly on your computer. Once completed, simply click the "SUBMIT" button at the end of the form to send it to us. Please Note: Your customized report will be sent to you via mail, so please be sure to complete the mailing information requested below.

Company: _____	
Name: _____	Title: _____
Address: _____	
City: _____	State: _____ Zip: _____
Telephone: _____	E-Mail: _____

I. Standard Benchmark Report Questionnaire

1. Plan Name: _____

2. Tax Code: 401(k) 403(b) 457

3. Industry: *(Check the box that most closely resembles your industry)*

- | | |
|--|--|
| <ul style="list-style-type: none"> Accounting/Business Services Banking Communications, Media, Advertising Education Financial Services Government/Public works Health Organization (not for profit) Insurance/Re-Insurance Law Firm Manufacturing (Industrial) Oil/Gas/Energy/Mining/Chemicals Printing Restaurant Technology/Computer/Software Transportation Wholesale/Distribution | <ul style="list-style-type: none"> Agriculture Building/Construction Contracting Consulting Engineering Fortune 500 Health Organization (for profit) Hotels, Gaming, Entertainment & Hospitality Labor Union Manufacturing (Consumer) Non Profit Org/Endowment/Foundation/Religious Pharmaceuticals Real Estate Retail Telecommunications Utilities |
|--|--|

4. Number of Participants: _____

5. Total Plan Assets: \$ _____

II. Customized Benchmark Report Questionnaire

Your answers to the questions in the interview below can be input into the Benchmark Comparison Wizard which will populate the **Your Plan** column in the Benchmark Wizard output, allowing you to easily compare your plan's offering with other retirement plans in your industry. You need not provide answers to all questions; only those provided will appear on the output.

PLAN DESIGN DATA

1. Does your plan match participant contributions? *(If NO...skip to question 4)*

YES NO

2. What is the match provided?

MORE than 100% of 6% of salary
 100% of 6% of salary
 BETWEEN 51-99% of 6% of salary
 50% of 6% of salary (effective 3%)
 LESS than 50% of 6% of salary

3. What is the length of time before participants are 100% vested in the match?

<input type="checkbox"/> Immediately on enrollment	<input type="checkbox"/> 6 months
<input type="checkbox"/> 1 year	<input type="checkbox"/> 2 years
<input type="checkbox"/> 3 years	<input type="checkbox"/> 4 years
<input type="checkbox"/> 5 years	<input type="checkbox"/> After more than 5 years

4. Does your plan provide a profit sharing contribution?

YES NO

5. Does your plan provide a Safe Harbor match?

YES NO

6. Does your plan permit hardship withdrawals?

YES NO

7. Does your plan permit in-service withdrawals?

YES NO

8. Does your plan offer loans?

YES NO

9. Does your plan use automatic enrollment? *(If NO...skip to question 13)*

YES NO

10. What is the default investment option used for automatic enrollment? *(Check all that apply)*

- | | |
|--|--|
| <input type="checkbox"/> Stable Value Fund | <input type="checkbox"/> Balanced Fund |
| <input type="checkbox"/> Target Date Fund | <input type="checkbox"/> Managed Accounts |
| <input type="checkbox"/> Risk-Based Fund | <input type="checkbox"/> Money Market Fund |
| <input type="checkbox"/> Company Stock | <input type="checkbox"/> Other _____ |

11. What is the default contribution rate as a percentage of salary?

_____ %

12. When automatic enrollment was first implemented in the plan?

- Less than 1 year ago
- 1 – 2 years ago
- 2 – 3 years ago
- More than 3 years ago

13. Has the plan implemented automatic deferral/increases/contribution acceleration for participants?
(If NO...skip to question 15)

YES NO

14. What is the increase rate per year?

_____ %

15. Do you offer automated rebalancing for participants?

YES NO

16. Does the plan offer participants financial education when they take a pre-retirement distribution from their plan?

YES NO

17. Does the plan offer participants financial education when they take a retirement distribution from their plan?

YES NO

18. Does the plan have an Investment Policy Statement written?

YES NO

PARTICIPANT ACTIVITY DATA

19. What is the participation rate of your plan?

_____ %

20. What is the average rate of pre-tax deferral among eligible employees?

_____ % Non-highly compensated employees

_____ % Highly compensated employees

21. Does your plan offer participants financial/investment advice? *(If NO...skip to question 24)*

YES NO

22. What percentage of participants takes advantage of financial/investment advice?

_____ %

23. How is the financial/investment advice made available to participants: *(Check all that apply)*

- Phone
- Internet
- In person

PLAN INVESTMENT ACTIVITY DATA

24. How many investment options does the plan offer?

25. What is the average number of investment options held by plan participants?

26. Do you currently offer any of the following types of investment options in your plan? *(Check all that apply)*

- Self-Directed Brokerage Option
- Target Date Funds
- Risk-Based Funds
- Managed Accounts

27. Percentage of assets invested in Self-Directed Brokerage account as a percentage of total year-end plan balance:

_____ %