## Plan Review <br> SAMPLE Purposes Only

Advisor Name Advisor
Company Advisor
Phone Number Advisor
Email Address

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## Executive Summary

| Plan Assets | As of 12/31/2009 | As of 12/31/2010 | As of 12/31/2011 |
| :---: | :---: | :---: | :---: |
| Plan Asset Balance | \$23,361,032 | \$26,586,990 | \$26,863,812 |
| Account Reduction Loan Balance | \$193,375 | \$190,897 | \$270,589 |
| Total Plan Asset Balance | \$23,554,407 | \$26,777,887 | \$27,134,402 |
| Cash Flow |  | to 12/31/2010 | $\begin{gathered} \text { 01/01/2011 } \\ \text { to } \\ 12 / 31 / 2011 \end{gathered}$ |
| Contributions | \$2,031,194 | \$2,184,612 | \$2,117,547 |
| Distributions | \$386,734 | \$1,624,775 | \$1,110,485 |
| Net Cash Flow | \$1,644,461 | \$559,837 | \$1,007,062 |

## Executive Summary

| Participants | 12/31/2009 | 12/31/2010 | 12/31/2011 |
| :---: | :---: | :---: | :---: |
| Eligible Employees | 246 | 253 | 267 |
| Participants Contributing | 197 | 198 | 212 |
| Active Participants with Balances | 176 | 186 | 187 |
| Terminated Participants with Balances | 31 | 26 | 25 |
| Participants with Loan Balance |  |  | 32 |
| Plan Utilization | 2/31/205 | 12/31/2010 | 12/31/2011 |
| Participation Rate | 80.08\% | 78.26\% | 79.40\% |
| Average Participant Paycheck Contribution Percentage Rate* | N/A | N/A | N/A |
| Average Participant Paycheck Contribution Dollar Amount** | N/A | N/A | N/A |
| Average Participant Contribution Amount*** | \$10,091 | \$9,918 | \$9,936 |
| Average Participant Balance | \$112,612 | \$125,380 | \$126,316 |
| Investment Options in Plan with a Balance | 28 | 28 | 28 |
| *If your plan only allows participant paycheck elections by amount, this will reflect 0\%. <br> ${ }^{* *}$ If your plan only allows participant paycheck elections by percent, this will reflect $\$ 0$. <br> ***Average of total contributions during the reporting period. |  |  |  |

Figures provided represent plan information as of the reporting date listed. Please refer to the Glossary of Terms for a description of each figure's calculation.

## Plan Assets

Your plan's total asset balance is illustrated here. Total asset balance includes the balances of all employed and previously employed participants, in addition to plan forfeiture assets. Total loan balance includes all outstanding account reduction loans.

## Plan Asset History



## \% Change in Plan Assets

| $12 / 31 / 2010$ to $12 / 31 / 2011$ | $1.33 \%$ |
| :--- | ---: |
| $12 / 31 / 2009$ to $12 / 31 / 2010$ | $13.69 \%$ |

## osesmerly

As of 12/31/2011, your plan offered 29 investment options.

The average number of investment options offered in Defined Contribution plans is 21.4.*
*Source: PLANSPONSOR Defined Contribution Survey, 2010, Overall Results

## Plan Asset History

(Includes Plan Asset Balance and Account Reduction Loan Balance)

| $12 / 31 / 2011$ | $\$ 27,134,402$ |
| :--- | :--- |
| $12 / 31 / 2010$ | $\$ 26,777,887$ |
| $12 / 31 / 2009$ | $\$ 23,554,407$ |

## Asset Allocation



## Asset Allocation

| Asset Class | Investment Option | $\begin{array}{r} \text { Assets } \\ \text { As of } \\ 12 / 31 / 2010 \end{array}$ | $\begin{aligned} & \text { \% of } \\ & \text { Total } \end{aligned}$ | Number of Participants | $\begin{array}{r} \text { Assets } \\ \text { As of } \\ 12 / 31 / 2011 \end{array}$ | \% of Total | Number of Participants |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Bond | Federated Total Return Bond Svc | \$2,678,979 | 10.08\% | 137 | \$3,268,260 | 12.17\% | 134 |
|  |  | \$4,030,906 | 15.16\% |  | \$4,871,144 | 18.13\% |  |
| Fixed | Federated Capital Preservation Fund | \$3,378,202 | 12.71\% | 122 | \$4,364,525 | 16.25\% | 118 |
|  |  | \$3,378,202 | 12.71\% |  | \$4,364,525 | 16.25\% |  |
| Brokerage | Schwab SDB Money Market Schwab SDB Securities | \$368,841 | 1.39\% | 7 | \$362,254 | 1.35\% | 6 |
|  |  | \$1,525,898 | 5.74\% | 4 | \$1,761,340 | 6.56\% | 4 |
|  |  | \$1,894,739 | 7.13\% |  | \$2,123,595 | 7.91\% |  |
|  | Grand Total | \$26,586,990 100.00\% |  |  | \$26,863,812 | 100.00\% |  |
|  | *Your plan's default investment election(s). |  |  |  |  |  |  |

## Asset Allocation by Age (As of 12/31/2011)



## Asset Allocation

The number of investment options that plan participants direct contributions, as well as the number of investment options where balances are held in plan participant accounts, is shown here, by age and gender.

Average Number of Investment Option Allocations for New Contributions As of 12/31/2011



| Age | Male | Female | Unknown |
| :---: | ---: | ---: | ---: |
| $<=29$ | 1 | 4 | 2 |
| $30-39$ | 4 | 6 | 0 |
| $40-49$ | 5 | 5 | 2 |
| $50-59$ | 5 | 5 | 2 |
| >=6q | 4 | 4 | 0 |
| U-Andny | 0 | 0 | 0 |


| Age | Male | Female | Unknown |
| :---: | ---: | ---: | ---: |
| $<=29$ | 1 | 5 | 0 |
| $30-39$ | 4 | 7 | 8 |
| $40-49$ | 5 | 7 | 5 |
| $50-59$ | 7 | 6 | 8 |
| $>=60$ | 8 | 6 | 8 |
| Unknown | 0 | 0 | 0 |

## Asset Allocation (As of 12/31/2011)

Your plan's percentage of participants, by age, with balances in Risk / Date Based Investment Options as well as other investment options, is illustrated here.


## Asset Allocation (As of 12/31/2011)



## Plan Utilization

Your plan's participation rates by age are shown here. Your plan's participation rate equals the total number of participants making regular contributions divided by the total number of eligible employees.

## Average Participation Rate by Age



## Plan Utilization

Your plan's average participant contribution amount by age is shown here. Your plan's average participant contribution amount equals the total amount of contributions divided by the total number of contributing participants.

## Paycheck Contribution Information

Average Participant Contribution Amount by Age

\# of Contributing
Participants as of 12/31/2011

As of $12 / 31 / 2011$, we are not the paycheck contribution recordkeeper for your plan.

The average deferral rate among non-highly compensated participants in Defined Contribution plans is $5.20 \%$.*
*Source: Profit Sharing/401(k) Council of America, 53rd Annual Survey of Profit Sharing and 401(k) Plans, 2010

Average Participant Contribution Amount by Age

| Age | $\underline{\mathbf{2 0 0 9}}$ | $\underline{\mathbf{2 0 1 0}}$ | $\underline{\mathbf{2 0 1 1}}$ |
| :---: | ---: | ---: | ---: |
| $<=29$ | $\$ 2,924$ | $\$ 2,838$ | $\$ 2,324$ |
| $30-39$ | $\$ 7,740$ | $\$ 7,939$ | $\$ 8,537$ |
| $40-49$ | $\$ 12,133$ | $\$ 10,369$ | $\$ 10,656$ |
| $50-59$ | $\$ 16,267$ | $\$ 15,009$ | $\$ 13,549$ |
| $>=60$ | $\$ 9,626$ | $\$ 12,045$ | $\$ 12,865$ |
| Unknown | $\$ 0$ | $\$ 0$ | $\$ 0$ |

## Participant Details

Your plan's average participant balance and the average number of investment options held by your plan participants are shown here.

Average Participant Balance


## Participant Details

Here is a breakdown of your plan's average participant balance by age, by year.

## Average Participant Balance by Age



The average participant account balance for year-end 2010 is $\$ 60,329$.*
*Source: Tabulations from the EBRI/ICI Participant-Directed Retirement Plan Data Collection Project
Note: Information provided by the EBRI Issue Brief, No. 366, December 2011, Page 13
${ }^{1}$ Account Balances are participant account balances held in 401(k) plans at the participants' current employers and are net of plan loans. Retirement savings held in plans at previous employers or rolled over into IRAs are not included.

## Participant Details

## Average Account Balance - All Participants As of 12/31/2011



## Participant Details

The number and percentage of participants who have an account balance but have not made a contribution during the reporting period, by age and gender, are illustrated here.

Percentage of Participants with an Account Balance and No Current Paycheck Contributions During the Period


Number of Participants with an Account Balangagtinachlrrent Paycheck Contributions During the Period


Male


Female

Industry Percentage of Contributing Participants

On average, only 60\% of American workers are saving for retirement.*
*Source: EBRI Issue Brief No. 340, The 2010 Confidence Survey

## Contributions

Your plan's contribution amounts by money type are shown here.

## Contributions by Money Type



## Contribution Analysis

| Asset Class | Investment Option | $\begin{gathered} \text { Contributions } \\ 01 / 01 / 2010- \\ 12 / 31 / 2010 \end{gathered}$ | $\begin{aligned} & \text { \% of } \\ & \text { Total } \end{aligned}$ | Number of Participants Contributing | $\begin{gathered} \text { Contributions } \\ 01 / 01 / 2011 \\ 12 / 31 / 2011 \end{gathered}$ | $\begin{aligned} & \text { \% of } \\ & \text { Total } \end{aligned}$ | Number of Participants Contributing |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Asset Allocation | T. Rowe Price Retirement 2010 Fund - R (*) <br> T. Rowe Price Retirement 2020 Fund - R (*) <br> T. Rowe Price Retirement 2030 Fund - R (*) <br> T. Rowe Price Retirement 2040 Fund - R (*) <br> T. Rowe Price Retirement 2050 Fund - R (*) <br> T. Rowe Price Retirement Income Fund - R (*) | \$548 | 0.03\% |  |  |  |  |
|  |  | \$101,552 | 4.65\% | 7 | \$36,138 | 1.71\% | 10 |
|  |  | \$52,170 | 2.39\% | 7 | \$57,801 | 2.73\% | 11 |
|  |  | \$26,366 | 1.21\% | 4 | \$73,737 | 3.48\% | 10 |
|  |  | \$7,427 | 0.34\% | 3 | \$12,516 | 0.59\% | 8 |
|  |  | \$18,875 | 0.86\% | 2 | \$21,387 | 1.01\% | 4 |
|  |  | \$206,938 | 9.47\% |  | \$201,890 | 9.53\% |  |
| International Fund | American Funds EuroPacific Growth Fund A Oppenheimer Developing Markets Fund - N | \$239,648 | 10.97\% | 117 | \$198,710 | 9.38\% | 110 |
|  |  | \$82,849 | 3.79\% | 42 | \$101,404 | 4.79\% | 44 |
|  |  | \$322,498 | 14.76\% |  | \$300,114 | 14.17\% |  |
| Small Cap | Allianz NFJ Small Cap Value Fund - A Baron Small Cap Fund Loomis Sayles Small Cap Value - Admin | \$38,8 | 1.78\% |  | \$52,596 | 2.48\% | 24 |
|  |  | 133,0 | 1.51\% |  | \$48,881 | 2.31\% | 43 |
|  |  | Stst | 2.41\% |  | \$44,294 | 2.09\% | 66 |
|  |  | 124,563 |  |  | \$145,772 | 6.88\% |  |
| Mid Cap | Aston/Optimum Mid Cap Fund N Federated Kaufmann Fund A Perkins Mid Cap Value Fund R T. Rowe Price Mid-Cap Growth Fund Victory Special Value R For llus | 『g | 20\% | 0 | \$10,707 | 0.51\% | 28 |
|  |  | \$13,404 | 5.62\% | 54 | \$0 | 0.00\% | 0 |
|  |  | \$33,867 | 1.55\% | 20 | \$33,510 | 1.58\% | 24 |
|  |  | \$46,632 | 2.13\% | 57 | \$84,218 | 3.98\% | 60 |
|  |  | \$17,812 | 0.82\% | 30 | \$2,104 | 0.10\% | 25 |
|  |  | \$111,795 | 5.12\% |  | \$130,539 | 6.16\% |  |
| Large Cap | American Century Equity Growth - A | \$18,730 | 0.86\% | 50 | \$0 | 0.00\% | 0 |
|  | American Funds Fundamental Investors R3 American Funds Growth Fund of America A | \$54,770 | 2.51\% | 47 | \$76,724 | 3.62\% | 50 |
|  |  | \$213,066 | 9.75\% | 118 | \$177,738 | 8.39\% | 111 |
|  | Davis New York Venture Fund - A <br> Federated Max Cap Index Fund SS | \$55,736 | 2.55\% | 35 | \$43,116 | 2.04\% | 32 |
|  |  | \$8,639 | 0.40\% | 3 | \$8,612 | 0.41\% | 2 |
|  | Federated Max Cap Index Fund SS Franklin Growth Fund - R | \$0 | 0.00\% | 0 | \$34,913 | 1.65\% | 32 |
|  | Janus Growth \& Income Fund $T$ | \$47,729 | 2.18\% | 32 | \$8,082 | 0.38\% | 30 |
|  | MFS Value Fund - A <br> T. Rowe Price Equity Income Fund - R | \$100,467 | 4.60\% | 94 | \$87,811 | 4.15\% | 90 |
|  |  | \$175,265 | 8.02\% | 64 | \$211,305 | 9.98\% | 64 |
|  |  | \$674,401 | 30.87\% |  | \$648,301 | 30.62\% |  |
| Balanced | Invesco Van Kampen Equity \& Income R | \$19,623 | 0.90\% | 8 | \$71,351 | 3.37\% | 14 |
|  |  | \$19,623 | 0.90\% |  | \$71,351 | 3.37\% |  |
| Bond | Federated Adjustable Rate Securities SS Federated Govt Ultra Short Duration SS Federated Mortgage SS |  | 0.00\% | 0 | \$72,843 | 3.44\% | 4 |
|  |  | \$100,659 | 4.61\% | 4 | \$23,204 | 1.10\% | 3 |
|  |  | \$98,540 | 4.51\% | 49 | \$58,499 | 2.76\% | 46 |

## Contribution Analysis

| Asset Class |  | Contributions | \% of <br> Total | Number of | Contributions <br> $01 / 01 / 2011-$ <br> $12 / 31 / 2011$ | \% of <br> Total | Number of |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Investment Option | $\begin{array}{r} \hline \text { 01/01/2010 - } \\ \text { 12/31/2010 } \end{array}$ |  | Participants Contributing |  |  | Participants Contributing |
|  | Federated Total Return Bond Svc | \$262,056 | 12.00\% | 105 | \$220,369 | 10.41\% | 103 |
|  |  | \$461,255 | 21.11\% |  | \$374,915 | 17.71\% |  |
| Fixed | Federated Capital Preservation Fund | \$263,538 | 12.06\% | 92 | \$244,665 | 11.55\% | 88 |
|  |  | \$263,538 | 12.06\% |  | \$244,665 | 11.55\% |  |

*Your plan's default investment election(s).

## SAMPLE Only

 For llustrative
## Contribution Analysis

Total Paycheck Contributions From 01/01/2011 to 12/31/2011


## Contribution Analysis (As of 12/31/2011)

| Paycheck Contributions per Pay Period As a Percentage of Salary |  |  | Paycheck Contributions per Pay Period In Dollars |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Percent | \# of Participants | \% of Total | Dollars | \# of Participants | \% of Total |
| 0\% | 9 | 12.33\% | \$0-25 | 0 | 0.00\% |
| 1\% | 1 | 1.37\% | \$26-50 | 0 | 0.00\% |
| 2\% | 25 | 34.25\% | \$51-75 | 0 | 0.00\% |
| 3\% | 7 | 9.59\% | \$76-100 | $V^{0}$ | 0.00\% |
| 4\% | 6 | 8.22 | 0 | 0 | 0.00\% |
| 5\% | 7 | 9.59\% | \$126-150 | 0 | 0.00\% |
| 6\% | 3 | $2 t$ | \$151-175 | 0 | 0.00\% |
| 7\% |  | 4.11\% | \$176-200 | 0 | 0.00\% |
| 8\% | 0 | 0.00\% | \$201-225 | 0 | 0.00\% |
| 9\% | 0 | 0.00\% | \$226-250 | 0 | 0.00\% |
| 10+\% | 12 | 16.44\% | >\$250 | 0 | 0.00\% |

Please Note: There are 15 eligible, employed participants in your plan who have not elected a paycheck contribution percentage / amount.

## Average Paycheck Contribution

The average deferral rate among non-highly compensated participants in Defined Contribution plans is $5.20 \%$.*
*Source: Profit Sharing/401(k) Council of America, 53rd Annual Survey of Profit Sharing and 401(k) Plans, 2010

## Distributions

An overview of your plan's distribution activity is shown here, including distribution reasons, number of distributions and percentage of rollovers / transfers versus payment to self.

## Reasons for Distribution As of 12/31/2011

Percentages are based on dollar amount of distributions.


## Industry Average

According to a national study, $33 \%$ of job changers transferred their money to an IRA, $30 \%$ took a cash payment, $27 \%$ left the money in their plan, and $8 \%$ transferred to a new employer's pension plan.*
*Source: LIMRA, Opportunities in the Pension Rollover Market; Employee Perspective, 2009

## PIE comparina commep Distribution Reasons SAMPLE 

 PurPO Rallovers 1 TenseresPayments to Self

## Distributions (From 01/01/2011 to 12/31/2011)

Full Withdrawal Rollover IRA Summary by Top Providers by Number of Participants


The total amount of all plan participant rollovers, contributions and withdrawals made, by month, are reflected here.

## Total Contribution and Withdrawal Summary*


*Monthly totals may not exactly match the amounts for the reporting periods on the Executive Summary pages due to any retroactive changes or corrections made.

## Distributions (From 01/01/2011 to 12/31/2011)

Hardship Withdrawals (in Dollars)


Number of Participants Taking Hardships


## Loans

Here is a breakdown of your plan's total outstanding loan balance, newly issued loans and loans that have defaulted during each period. The number of plan participants with loans and the average loan balance are also shown.

## Total Outstanding Loan Balance



## Web Site


*We recently redesigned the participant website and renamed some categories reported in this chart. As a result, you may see similarly named categories representing the same transaction.

## Voice Response



## Advisory Services

Utilization by Service and Age - Active Participants with a Balance As of 12/31/2011


Utilization by Service and Age - Active and Terminated Paricip․․․ ts with a Balance As of 12/31/2011



Advice
Managed Accounts

## Services Offered

| Administrative Services | Available Today I Information | Administrative Services | Available Today / Information |
| :---: | :---: | :---: | :---: |
| Years on System Online | 5.97 | Loans Available | Yes |
| Statements Beneficiary | Yes | Online Loan Initiation | Yes |
|  |  | Loan File Feeds | Yes |
| Recordkeeping Online | Yes | Automatic Enrollment | No |
| Enrollment |  | Percentag | N/A |
| Deferral Recordkeeping | N | Auto Escatagercentag | N/A |
| To-Do List |  | Escalation Percentage Maximum | N/A |

## Glossary of Terms

Term
Account Reduction Loan Balance

Active Participants with Balances
Plan participants who are actively employed and have a balance.


## Glossary of Terms

| Term | Description |
| :---: | :---: |
| Funds in Plan with a Balance | Count of funds or investment options within the plan's fund lineup that have balances greater than $\$ 0.01$ are included. This includes any employer stock awaiting purchase and self-directed brokerage products, as applicable. |
| Loan Balance (Average) | The average of all outstanding loan balances in the plan. This includes defaulted loan balances, but does not include offset or deemed loan balances. |
| Net Cash Flow | The plan's total contributions less total distributions. Forfeited amounts and loan balances are not included in tils calculation. |
| Participant Balance (Average) | The average balance of (Dati) Pemployed and terminated plan participants. Only participartper that are $\$ 0.01$ or greater are included. This balance 19 astifateny outstanding loan amounts. |
| Participant Contribution Amount (Average) | The total amount of plan contributions for all money types divided by the number of contributing participants, both currently employed or employed during the reporting period. |
| Participant Paycheck Contribution Dollar Amount (Average) | For plans that utilize our deferral recordkeeping services, this is the average amount of all dollar amount deferrals that have been established by actively employed participants for any held employee money types during the reporting period. Only participant deferral amounts that are greater than $\$ 0.01$ are included. |

## Glossary of Terms

| Term | Description |
| :---: | :---: |
| Participant Paycheck Contribution Percentage Rate (Average) | For plans that utilize our deferral recordkeeping services, this is the average rate of all percentage deferrals that have been established by actively employed participants for any held employee money types during the reporting period. Only participant deferral amounts that are greater than $1 \%$ are included. |
| Participants Contributing | The number of actively employed plan participants who have regular payroll contributions during the reporting period. |
| Participants with Loan Balance | The number of individual plarparticipants who have an olsfanding loan balance. This includes particinaprefaulted loans budd Mot nclude participants with offse S ferlad bans. |
| Participation Rate | The percentagting ligle employees participating in the plan; this figure is 1 deriverachant the total number of contributing participants by the total number transmitted to or input by the plan on the recordkeeping system. |
| Payments to Self | A distribution that is taken for any qualifying reason in which the distribution proceeds are made payable directly to the participant. |
| Plan Asset Balance | A rollup of all contributions and deposit types, transfers in / out and dividends, change in value, fees and withdrawals, and forfeiture types. |
| Rollovers | A distribution that is taken for a qualifying reason in which the distribution proceeds are rolled over into an eligible plan, traditional IRA or Roth IRA. |

## Glossary of Terms



