

# Fee Comparison Worksheet



Use this worksheet to compare the fee structures of the ABA Retirement Funds Program (“the Program”) and your current provider. In order to complete this worksheet you may need to obtain a copy of your current provider’s 408(b)(2) fee disclosure document.<sup>1</sup>

Does your current provider(s) assess fees for the following services?

	Current Provider(s)	ABA Retirement Funds
	Amount \$ / %	Amount \$ / %
<b>Firm Fees</b>		
<input type="checkbox"/> Y <input type="checkbox"/> N Plan Set up / Installation / Conversion Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Administrative Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Trustee Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Form 5500 Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Fiduciary Service Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Compliance Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Plan Deconversion Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Participant Education Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Plan Restatement Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Forfeiture Reallocation Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Return of Excess Contributions Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Professional Services Fees <sup>2</sup>		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Commission Fees		Included or None
<b>Participant Transaction Fees</b>		
<input type="checkbox"/> Y <input type="checkbox"/> N Distribution Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Loan Fees		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Qualified Domestic Relations Order (QDRO)		Included or None
<input type="checkbox"/> Y <input type="checkbox"/> N Other Participant Fees		Included or None
<b>Investment Expenses</b>		
<input type="checkbox"/> Y <input type="checkbox"/> N Average Expense Ratio (Unweighted)		0.77% range from 0.61% to 1.37%
<input type="checkbox"/> Y <input type="checkbox"/> N Brokerage Fees <sup>3</sup>		Optional See TD Ameritrade fee schedule on Program web site
<input type="checkbox"/> Y <input type="checkbox"/> N Advisory Services Fees <sup>4</sup>		Optional range from 0% to 0.5%
<input type="checkbox"/> Y <input type="checkbox"/> N Other Investment Expenses		Included or None
<b>TOTAL</b>		<b>0.77%</b> Plus optional features as listed above

*Included or None means that any fees associated with the stated service, which the Program’s providers would normally incur or charge, is either “included” in the Average Expense Ratio or there are “none” under the Program.*

## GLOSSARY

### Plan Setup / Installation / Conversion Fees:

Fees to establish a firm's plan and individual participant accounts on a provider's record keeping system as well as transfer and allocation of any existing assets from a previous service provider.

**Administrative Fees:** Fees to cover day-to-day operational expenses including but not limited to recordkeeping and accounting services associated with administering a plan.

**Trustee Fees:** Fees charged to serve as trustee and/or maintain custody of plan assets.

**Form 5500 Fees:** Fees to cover the cost of preparing and completing the required governmental filings, such as preparation fees, reprint fees, refiling fees, Form 8955-SSA preparation fees, etc.

**Fiduciary Service Fees:** There are various levels of fiduciary services available which are broadly intended to assist a plan sponsor in selecting and monitoring the investment platform to ensure they comply with the fiduciary responsibility provisions of ERISA. Each level of fiduciary service varies with respect to how much oversight and coverage a service provider offers plan sponsors and that should be considered carefully when evaluating fees.

**Compliance Fees:** Fees to perform the various compliance tests required by ERISA and the Code including but not limited to, ADP/ACP testing (IRC §401(k) and (m)) and Top Heavy testing (IRC §416).

**Plan Deconversion Fees:** Fees to cover the expenses of transferring plan operations to a successor service provider.

**Participant Education Fees:** Fees for providing participants with education on a plan's fund offerings and features.

**Plan Restatement Fees:** Fees charged to update the plan document so that it remains compliant with ERISA, Code and regulatory changes.

**Forfeiture Reallocation Fees:** Fees charged to calculate and/or allocate forfeitures.

**Return of Excess Contributions Fees:** Fees charged for processing the return of excess contributions.

**Professional Services Fees:<sup>2</sup>** Fees for professional services include, but are not limited to, tax, legal, accounting, and actuarial services from third-party administrators (TPAs).

**Commission Fees:** Fees for professional services delivered by a knowledgeable intermediary such as a broker or advisor.

Fees can be assessed as a finder's fee, for ongoing plan consulting services, or to facilitate affairs among providers.

**Distribution Fees:** Fees charged when a Participant requests a distribution from plan assets. Typically, the distribution is reduced by the amount of the fee.

**Loan Fees:** Fees charged when a Participant requests a loan distribution. Typically, the amount of the loan is reduced by the amount of the fee.

**Qualified Domestic Relations Order (QDRO):** These are fees assessed to collect, determine qualified status and/or process domestic relations orders which generally create or recognize the existence of an alternate payee's right to receive all or a portion of the benefits payable with respect to a participant under a retirement plan.

**Other Participant Fees:** Any other fee assessed to individual participants on a transactional basis.

**Average Expense Ratio:** An expense ratio is a measure of what it costs a fund provider to operate a fund (e.g., a mutual fund or collective investment fund), expressed as a percentage of the fund's assets. These expenses are charged against the fund's assets and lower its return to investors. A fund's expense ratio may include such things as: investment management, recordkeeping, custodial services, taxes, legal expenses, accounting fees, auditing fees, and marketing costs. These fees are usually expressed in basis points (bps). One hundred bps is equal to 1%. On occasion expense ratios may include certain expenses such as wrap fees and recordkeeping fees.

The individual expense ratios of a group of funds available through a plan may be averaged to give a general estimate of the cost of investing through the plan. This average can either be a straight evenly weighted average or it can be weighted based on the amount invested in each individual fund.

**Brokerage Fees:<sup>3</sup>** A fee charged by an agent, or agent's company to serve as a knowledgeable intermediary and facilitate transactions between buyers and sellers. These fees are usually based on either a percentage of the transaction or a flat fee, and can include trading fees, redemption fees, commissions, front and back end loads, and 12b-1 fees.

**Advisory Services Fees:<sup>4</sup>** Fees charged for personal individualized investment advice from a broker or financial advisor.

**Other Investment Expenses:** Any other commissions charged to participants or the plan associated with the selection, monitoring, or management of the investment platform offered through the Plan.

1 This worksheet and the fee descriptions applicable to the ABA Retirement Funds Program and TD Ameritrade herein are subject to change at any time. Please see the Program Annual Disclosure Document (April 2017) for a complete disclosure of all associated fees and expenses, which is available by calling 800.826.8901

2 If your plan requires a more complex profit sharing calculation or includes certain features such as cross-tested or age-weighted designs, and an actuary is required, there may be an annual fee to cover the cost of the actuary.

3 Brokerage services provided by TD Ameritrade, Inc., member FINRA/SIPC. TD Ameritrade is a trademark jointly owned by TD Ameritrade IP Company, Inc. and The Toronto-Dominion Bank. Used with permission.

4 Advisory Services provided by Voya Retirement Advisors, LLC (VRA). For more information, please read the Voya Retirement Advisors Disclosure Statement, Advisory Services Agreement and your plan's Fact Sheet. These documents may be viewed online by accessing the advisory services link(s) through the Program's website at [www.abaretirement.com](http://www.abaretirement.com) after you log in to your account. You may also request these from a VRA Investment Advisor Representative by calling the Program's Customer Service Center at 800.348.2272. Financial Engines Advisors, LLC acts as a sub-advisor for Voya Retirement Advisors, LLC. Financial Engines Advisors LLC (FEA) is a federally registered investment advisor and wholly owned subsidiary of Financial Engines, Inc. Neither VRA nor FEA provides tax or legal advice. If you need tax advice, consult your accountant or if you need legal advice consult your lawyer. Neither Voya Retirement Advisors nor Financial Engines Advisors can guarantee results and past performance is no guarantee of future results. Financial Engines® is a registered trademark of Financial Engines, Inc. All other marks are the exclusive property of their respective owners.



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Please read the Program Annual Disclosure Document (April 2017) carefully before investing. This Disclosure Document contains important information about the Program and investment options. For email inquiries, contact us at: [joinus@abaretirement.com](mailto:joinus@abaretirement.com).

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