

401(k) Service Offering

- 1) Comprehensive Plan Review
 - a. Annual Analysis
 - b. Plan Demographics
 - c. Investments
 - i. Investment Policy Statement - Creation and Monitoring
 - d. Costs
 - e. Regulation Updates
- 2) Internal 401k Procedures Review and Support for HR
 - a. Document Storage
 - b. Beneficiary Records
 - c. Contribution Change Confirmation
 - d. Loan/Hardship Documentation
 - e. Notification of Eligible Employees
 - f. Auto Enrollment
- 3) Ongoing Support for Business Owners
 - a. Plan Design and Purpose Overview
 - b. Annual 401k Strategy Planning
 - c. Procedural Questions
 - d. Employee Benefits Analysis
 - i. Open-enrollment Support
 - e. Competitive Benchmarking
- 4) Coordination
 - a. Unlimited support and contact with additional third-parties
 - i. Recordkeeper ii. Third Party Administrator (TPA) iii. Accountant iv. Attorney v. Auditors
- 5) Employee Education
 - a. Engaging and Empowering Seminar
 - i. Drives Understanding and Enrollment
 - ii. Increased Employee Retention
 - iii. Competitive Differentiator
- 6) Comprehensive Financial Planning - Available for Additional Planning Needs
 - a. Employees Receive 25% off Driven Member Rate
 - b. Includes 3 In Person/Virtual Meetings and Unlimited Phone/Email Support
- 7) ERISA 3(38) Fiduciary Support Available
 - a. Provides Ability for Advisor Investment Discretion
- 8) Plan Pricing Review Every 3 Years
- 9) Plan Document Review every 3 years

**Annual Cost = .75% of assets being managed in plan
\$3,000 minimum**