



Professional Benefit Services, Inc.

Retirement Services & Fee Schedule

DOCUMENT AND AMENDMENT SERVICES

Please call for a quote for a Non-Standardized/Volume Submitter Document

Plan Setup (Add \$100 for Takeover)	\$150
Standardized Prototype Document or Restatement	\$400
Restatement of Prototype Plan Documents	\$400
Plan Amendment / Regulatory Amendment	\$100

ANNUAL ADMINISTRATION & REPORTING SERVICES

Annual administration includes financial reports, compliance testing, and 5500 tax forms.

Please call for a quote for an Unallocated Administration (plans without individual source accounts).

BASIC ANNUAL (Base fee reduced for plans with fewer than 5 participants)	\$600
INDIVIDUAL SOURCE ACCOUNTS	\$5 per account
PLAN DESIGN AND EXECUTION FEES	
Employer allocations including cross-tested, integrated, etc.	\$50- \$200 each
Quarterly Statements (\$20 per participant statement)	\$100 minimum
Additional Required Testing: Coverage Test / Failed Tests	\$50 each
Additional Required Forms: 5558, 5330, SSA, Schedule H Filing	\$50- \$200 each

PLAN DISTRIBUTION FEES - ADDITIONAL PER EVENT

Additional fees may apply for multiple investments and multiple loans.

Participant Distribution and Participant Loan Set Up	\$75
QDRO Distribution	\$150

ADDITIONAL WORK AT HOURLY RATE

\$50 per hour

Examples include: wrong information received, information provided in an unusual format, additional attempts to collect information, mid-year valuation of loans and any additional required services not specifically listed above.

ON-GOING SUPPORT

Same or next day response
 Estimated ADP upon request
 Participant Distributions and Loans
 Email: retirement@profben.com AND Web page: www.profben.com

Effective January 1, 2010 (No change in fees since 2008)

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