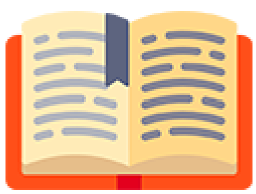
Email not displaying correctly? **View in browser**

Thank you for your patience

Our goal is to execute a smooth and thoughtful transition of PPS plans to Aspire that is beneficial to you and your Plan Sponsors. To assist in the transition, we have assembled answers to the most frequently asked Advisors questions.

Why are the plans moving to Aspire?

Aspire was assigned the existing agreements by DST on August 1, 2016. The plans are being serviced by DST until the plans migrate to Aspire at the end of December. In order to migrate the plans to the Aspire platform the plans need to be repapered.



Why are the fees changing?

These plans are moving from a revenue sharing model to a flat fee model to comply with the new DOL Rule.

What is required to complete the Aspire Service Agreement?

On Page 7: Client and the Plan Sponsor signatures, printed names, addresses, titles and dates are required. Both signatures must be authorized signers at the Plan Sponsor. Depending on how responsibilities are designated within the company—the same individual may sign twice or two different individuals can sign.

Table A-2 Compensation and Payment Method: The SPD ($850) and Plan Amendment ($300) fees do not apply to this transition to Aspire. They will apply to future plan document changes.

Schedule B: List any other authorized signers on this plan (who did not sign previously on page 7), if applicable.

What is required to complete the Custodial Form?

Page Numbered 1: Must elect yes/no to receive electronic statements from Matrix, the plan custodian. If yes, fill in name, email and phone number of desired recipient(s).

Page Numbered 15: Both the Customer and the Trustee(s) signatures, printed names, titles and dates are required. Both signatures must be authorized signers at the Plan Sponsor. Depending on how responsibilities are designated within the company—the same individual may sign twice or two different individuals can sign. If there are more than one Trustee/Owner, all will need to sign in that section (attach additional pages if necessary).

Who determined the fees on the Financial Professional Fees Form?

The details of the fees and services to be filled in on this form are negotiated and decided upon through discussions between the Plan Sponsor, the Advisor and if applicable, the Advisor's Agency Firm. Aspire cannot dictate what fees and services are to be elected on this form.

To complete this form: In the Financial Advisor Fees section determine % or $ (if not already prefilled). Make an election for Strategist Fee services (aka co-fiduciary services), if applicable. The Plan Sponsor signs and dates under the Fiduciary Signature.

Is there a fee for the Certified Trust Report?

There is no applicable fee for a certified trust report.

What are the ways to submit the paperwork?

Return completed forms:

1. Upload through DocAgility at https://portal.documentagility.com
2. Scan and email to PPS@aspireonline.com
3. FAX to 813-856-4543 Attn: PPS

How will I know the paperwork has been received and approved or not approved?

Once the review is completed, an email will be sent from PPS@aspireonline.com to Plan Sponsors.

The email will indicate if the forms are IGO (in good order) or NIGO (not in good order). If NIGO, the email will specify what information is missing on the forms.

When does the billing cycle begin?

All billing for Aspire begins on January 1, 2017 on a quarterly basis (in arrears).

Who do I contact at Aspire with questions?

Aspire has dedicated support from our customer service team with extended Call Center hours Monday – Friday, 8:00 a.m. – 8:00 p.m. ET. Call 866.634.5873, Option 5 or email PPS@aspireonline.com.

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Aspire Financial Services, LLC is a leading service provider of smart retirement solutions, serving the industry since 2002 with a conflict-free, open-investment retirement planning management system for all plans. Aspire provides a best-in-class technology-enabled portfolio of pre-defined or highly customizable smart retirement solutions with private-label branding options through its proprietary technology platform and strategic partnerships. To learn more, visit **www.aspireonline.com** or call 866.634.5873.

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