

## Retirement Plan Solutions

Prepared for:

***Making the decision to sponsor a retirement plan is a serious obligation. At Point North Financial, we will help you create and maintain a superior retirement plan that meets your unique goals and objectives. We will help you choose the plan design that best matches your business and will provide the highest level of professional service related to retirement plan design, administration, and employee education. In short, we will ensure that your retirement plan is designed and administered with you, your business, AND your employees in mind.***

### ***Plan Types Available***

- 401(k) \*
- Safe Harbor 401(k) \*
- 403(b) \*
- Profit Sharing
- SIMPLE IRA
- SEP IRA
- Owners Only 401(k)
- 457(b)
- Payroll Deduction IRA \*
- Defined Benefit

\* Roth Option Available

### ***Services Provided***

- Customized Plan Designs
- Recordkeeping & Reporting Coordination
- ERISA Compliance Monitoring
- Shared Fiduciary Responsibility
- Local Advisor & Plan Support
- Ongoing Plan & Provider Benchmarking
- Seamless Plan Transition Support
- Comprehensive Participant Education & Enrollment Services

### ***Some of Our Provider Partners***



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## **Our Commitment to Your Retirement Plan**

### ***Commitment to Retirement Plan Service***

- We believe in helping participants learn about the features and benefits of retirement plan investing, beginning with their initial enrollment all the way through to retirement and distribution planning.
- We believe the investments in your retirement plan should demonstrate consistent long-term results that are in line with the goals of you and your employees.
- We will serve as your plan's quarterback and coordinate the services provided by your plan's various service providers (recordkeeper, TPA, etc).
- We will strive to ensure that your retirement plan continues to meet your needs at a fair and reasonable cost.

### ***Commitment to Plan Sponsor Support***

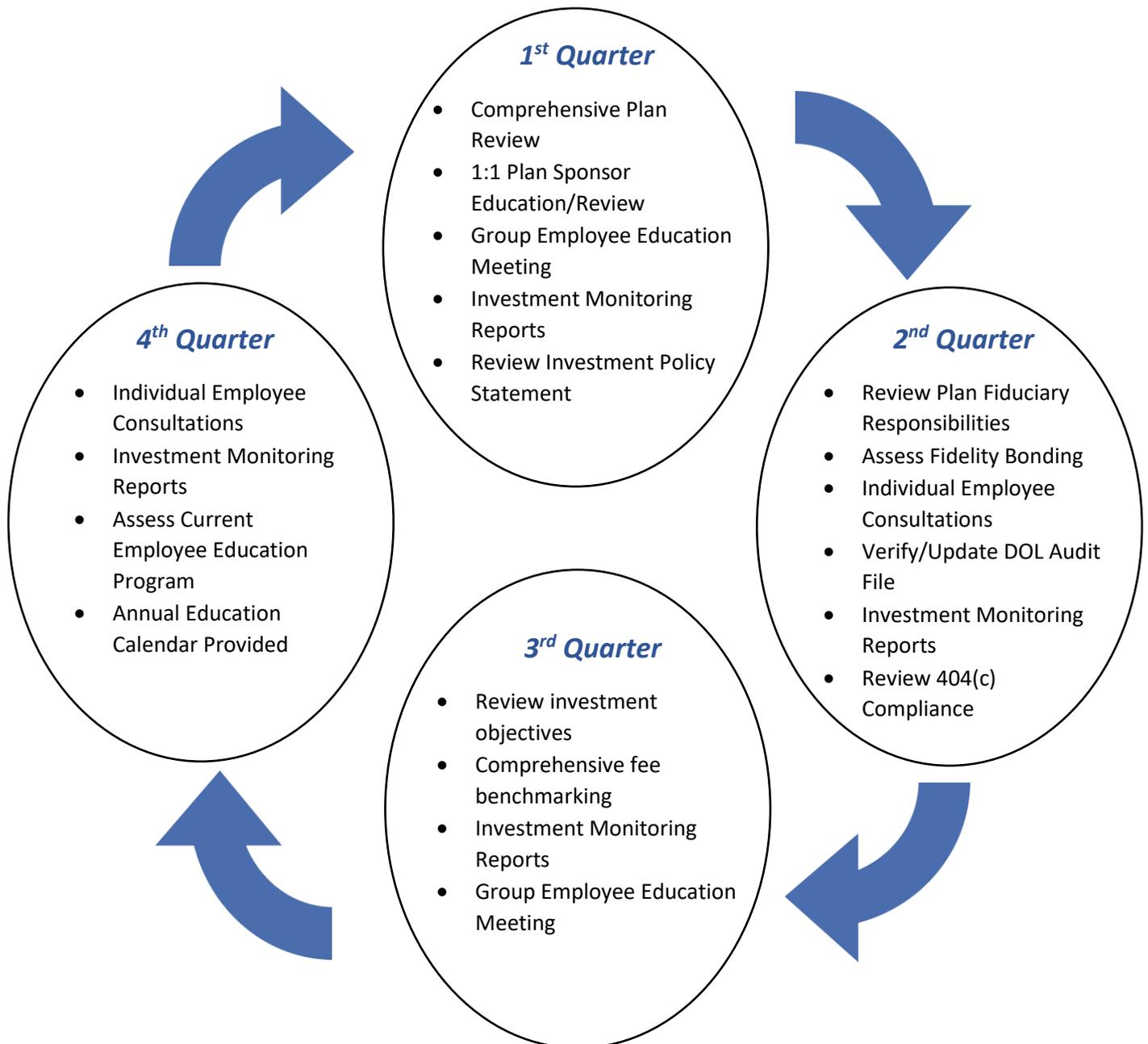
- We will ensure that you satisfy your fiduciary responsibilities by helping you set up processes to periodically review and document plan administration, investment results, and participant success measures.
- We will assist you in benchmarking your plan on a periodic basis to ensure your plan remains compliant with Department of Labor requirements and that you remain "audit-ready."
- We will help you select investment options that will help you meet the long-term needs of your plan's participants and help you review those investments on a regular basis.
- We will make sure you spend your time making big-picture decisions, not on the details of plan administration.

### ***Commitment to Participant Education & Ongoing Service***

- We will provide customized enrollment materials and walk your employees through the enrollment process step by step in a way that encourages participation and is easy to understand.
- We will provide online account access for your plan participants so they can monitor their account, manage their investment selections, and take advantage of other online resources.
- We will ensure your plan participants receive periodic retirement plan education, targeted to meet their needs as they change over time.
- We will help your employees plan for the distribution phase of their retirement and be available to answer questions regarding rollovers and other distribution options when they leave the plan.

## Retirement Plan Sample Service Model

We have adopted a comprehensive service model that we offer our retirement plan sponsor clients. Below is an example of the various services we provide on an ongoing, year-round basis to address the needs of both plan sponsors and participants.



## **Benchmarking Your Current Plan**

**When we first meet with a business regarding their retirement plan, our intention is not to try and move the plan. In many cases, the current platform is working well and is perfectly suitable. In other cases, however, we find that plans have not been reviewed recently, have fees that are out of line, or are not fulfilling their various fiduciary responsibilities in one form or another.**

**In order to adequately evaluate a plan, it is important to benchmark the plan against other plans of similar size. This should be done every couple of years to ensure the plan remains compliant with DOL regulations and keeps the administrative and investment expenses to a minimum.**

**The first step in performing a thorough benchmarking study is to collect four key documents:**

- 1. Adoption Agreement**
- 2. Summary Plan Description**
- 3. 408(b)2 Fee Disclosure**
- 4. Plan Asset Summary / Recent Plan Statement**

**Once we complete the benchmarking study, we will meet with the plan sponsor to review our findings. If the plan is functioning well, the plan sponsor may decide to make no changes to the plan. If the plan is deficient in one or more areas, we will make a recommendation on the best course of action. The plan sponsor may choose to continue working with their current advisor or they may prefer for Point North Financial to manage the plan going forward. Either way, it is our expectation that the exercise of benchmarking the current plan will prove to be educational, valuable, and prudent.**

**We also benchmark plans that we service. It is important to examine the investment options, fees, and features of plan on a periodic basis so the plan sponsor can fulfill one of their most basic fiduciary responsibilities – ensuring the current investment platform remains appropriate and suitable and that plan fees remain reasonable.**

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