



# PRIVATE CLIENT SERVICES™

MEMBER FINRA, SIPC  
A Registered Investment Advisor

2225 Lexington Road  
Louisville, KY 40206  
(502) 451-0600

## Application Addendum for ERISA 408(b)(2)

For use with Retirement Plan Product Applications for:  
401(k), 403(b), Single K, Money Purchase Pension, Profit Sharing Plan and Qualified Plans

### Instructions

Effective July 1, 2012, this addendum must be submitted along with any application for the products indicated above that does not already include Sections 2, 3, and 4 below, which pertain to ERISA 408(b)(2). Beginning July 1, 2012, plans cannot be established without these Sections completed.

Please print clearly in all CAPITAL LETTERS using black ink.

<b>1</b>	<b>Plan information</b>
----------	-------------------------

---

Employer name

---

Tax identification number

OR

Social Security Number

---

Person responsible for signing on behalf of plan/entity

Phone

Email

<b>2</b>	<b>Notice of ERISA 408(b)(2) disclosure to responsible plan fiduciary</b>
----------	---

Effective July 1, 2012, U.S. Department of Labor (DOL) rules under Section 408(b)(2) of the Employee Retirement Income Security Act (ERISA) require “covered” plan service providers to disclose certain information to “responsible plan fiduciaries” of “covered” plans, including all “direct” and “indirect” compensation the service provider receives in connection with its provision of services to the plan. These are commonly referred to as the “408(b)(2) Rules” and “408(b)(2) disclosures.”

Under ERISA, if you are the responsible ERISA fiduciary to your plan, you are required to ensure that the fees and expenses the plan incurs are reasonable and appropriate, including the fees and compensation that your plan pays to its various service providers. To help meet your obligations as the responsible plan fiduciary, you should obtain, review and retain all of the 408(b)(2) disclosures applicable to your plan.

To fulfill its obligation under the 408(b)(2) Rules, Private Client Services, LLC have made their 408(b)(2) disclosure report for your plan available on its internet web site at [www.pcsbd.net](http://www.pcsbd.net). At this site, select “Plan Sponsor 408(b)(2) Disclosure Report” then follow the instructions to generate, download and/or print your report.

Private Client Services will post any changes to the Private Client Services 408(b)-2 disclosures on this website when charges

are required to them. Private Client Services will not notify you when these changes are made. It is your responsibility to consult the website frequently to learn about any changes that have been made to these disclosures. Visit [www.pcsbd.net](http://www.pcsbd.net) to access investment-related and any other change(s) to the 408(b)(b) disclosure reports.

If your plan is not subject to ERISA<sup>1</sup>, the 408(b)(2) Rules do not apply to you or your plan. However, we encourage you to retrieve the Private Client Services 408(b)(2) disclosure report and review it in your capacity as plan sponsor.

<b>3</b>	<b>Signature</b>
----------	------------------

As used previously, the words “I,” “me” and “my” mean the individual(s) who sign on behalf of a corporation, partnership, trust or other organization. I hereby represent that I am an officer of the sponsoring entity named in this application; that I am authorized by the sponsoring entity to enter into this agreement on its behalf; and that if the plan is subject to ERISA, I am the responsible plan fiduciary and plan administrator of the plan named in this application. I certify that I am of legal age and capacity and am authorized to purchase fund shares. I acknowledge that I have received and read the current prospectus for each fund chosen as an investment alternative under the plan and agree to be bound by their respective terms and conditions. I acknowledge that all account options chosen on this application will apply to any new fund into which the shares may be exchanged.

I also acknowledge that if the plan is subject to ERISA:

- As responsible plan fiduciary I have obtained and reviewed the Private Client Services 408(b)(2) Disclosure Report in accordance with the Department of Labor rule under ERISA Section 408(b)(2) (“408(b)(2) Rules”). Private Client Services will post any changes to the Private Client Services 408(b)-2 disclosures on this website when changes are required to them. Private Client Services will not notify you when these changes are made. It is your responsibility to consult the website frequently to learn about any changes that have been made to these disclosures. Visit [www.pcsbd.net](http://www.pcsbd.net) to access investment-related and any other change(s) to the 408(b)(b) disclosure reports.

---

Authorized signer name

---

Authorized signature

---

Date (dd/mm/yyyy)

<sup>1</sup>Plans established or maintained by government entities such as public schools are exempt from ERISA, including the 408(b)(2) Rules. Plans of certain churches and church-related organizations and some qualified plans may also be exempt from ERISA. Certain Single K plans that benefit only an owner (and/or an owner's spouse) are also generally considered exempt from ERISA. We recommend that you confirm with your tax advisor or legal counsel that your plan is not subject to ERISA. If your plan is not subject to ERISA, your tax advisor or legal counsel can provide you with guidance on the applicability of the information contained in the 408(b)(2) disclosure report.