

Advice Access

RETIREMENT & BENEFIT PLAN SERVICES



Advice Access offers personalized planning and investing advice to help put plan participants on track to achieve retirement success.

Advice Access is an investment advisory service that offers personalized, unbiased savings and investment recommendations—provided by an independent financial expert, Ibbotson Associates. Recommendations are based on an individual’s goals and current status and include contribution rate, asset allocation and specific investment options. Advice Access can take into consideration other participant data, including assets held outside the retirement plan, to formulate a comprehensive strategy. The highly flexible programs put employees in control of the level of personalization reflected in the recommendations, the manner in which they receive the advice and the way in which the recommendations are implemented.

Advice Access Offers:

- Automatic reallocation and rebalancing of the participant’s retirement account
- A managed account solution, PersonalManager™, which provides professional investment management. PersonalManager can also be used as a qualified default investment alternative (QDIA)
- Delivery of recommendations through multiple channels — in person through a Merrill Lynch Financial Advisor, over the phone through a Retirement & Benefits Contact Center representative or online through the Benefits OnLine® Web site
- Personalized communications to help employees monitor their progress and stay on track for retirement, including projection statements, quarterly participant statements and targeted communication campaigns

Bank of America Merrill Lynch accepts fiduciary responsibility for selecting the independent financial expert, the prudence of the advice process and delivery of the service.

Bank of America Merrill Lynch is a marketing name for the Retirement & Philanthropic Services businesses of Bank of America Corporation (“BAC”). Banking and fiduciary activities are performed by wholly owned banking affiliates of BAC, including Bank of America, N.A., Member FDIC. Brokerage services are performed by wholly owned brokerage affiliates of BAC, including Merrill Lynch, Pierce, Fenner & Smith Incorporated (“MLPF&S”), which is a registered broker-dealer and Member SIPC.

Investment products:

Are Not FDIC Insured	Are Not Bank Guaranteed	May Lose Value
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See reverse for important information.

The Goal-Based Retirement Planning Process*:

Begins by examining basic participant data, including: contribution rate, account balance, age and annual income. Advice Access also makes assumptions on retirement age, annual retirement income goal and expected Social Security income.

Takes into account specific plan provisions, including matching rules, other employer contributions, minimums and maximums, and fund restrictions.

As participants provide more information, Advice Access refines the analysis and makes more personalized recommendations. Participants can provide information on other savings or sources of retirement income and modify their expected retirement age and retirement income goal. Selects the rebalance frequency.

Produces a savings, investment and retirement strategy designed to help the participant reach his/her retirement income goal.

* Customized recommendations are based on participant and plan data. For Advice Access to effectively make savings and investment recommendations, it is critical that you provide key data to Bank of America Merrill Lynch for all eligible employees. Key data includes: annual salary, state of residence, gender and date of birth.

Advice Access offers participants numerous choices in managing their retirement accounts. Participants can enter as much, or as little, personal information as they choose, and Advice Access will recommend an initial contribution rate, asset allocation and specific investments.

Service Channels

- **Benefits OnLine** – The Web site participants are already using to access their retirement plan accounts
- **Retirement & Benefits Contact Center** – Series 7 and 66 registered representatives with plan-specific knowledge available through a toll free phone number
- **Merrill Lynch Financial Advisors** – Dedicated retirement professionals in communities across the country

Implementation Options

- **PersonalManager** – Managed account solution with periodic reallocation and rebalancing. Based on updates to personal financial information, account balances and other data, the individual's portfolio is dynamically managed, rebalanced and/or reallocated approximately every 90 days. PersonalManager represents the most personalized form of target maturity investing. It is offered to participants with no fees. For the “Do-It-for-Me Investor”
- **Portfolio Rebalancing** – Provides a point-in-time asset allocation recommendation with rebalancing every 90 days back to the original allocation. For the “Do-It-with-Me Investor”
- **One-Time Asset Allocation** – Asset allocation based on a point-in-time analysis. This option does not factor in future changes in personal information or current market conditions, nor will the account be rebalanced in the future. For the “Do-It-Myself Investor”

For Plan Sponsor Use Only

The Advice Access service uses a probabilistic approach to determine the likelihood that participants in the service may be able to achieve their stated goals and/or to identify a range of potential wealth outcomes that could be realized. Additionally, the recommendations provided by Advice Access do not consider an individual's comfort level with investment risk, and may include a higher level of investment risk than a participant may be personally comfortable with. Participants are strongly advised to consider their personal goals, overall risk tolerance, and retirement horizon before accepting any recommendations made by Advice Access. Participants should carefully review the explanation of the methodology used, including key assumptions and limitations, which is provided in the Advice Access disclosure statement. It can be obtained through Benefits OnLine® or through your Bank of America Merrill Lynch representative.

IMPORTANT: *The projections or other information shown in the Advice Access service regarding the likelihood of various investment outcomes are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. Results may vary with each use and over time.*

Default Investment Option

While providing participants with the flexibility to manage their retirement accounts the way they choose, PersonalManager can also be used as a default investment option, requiring no participant action. When used as a default investment, PersonalManager will select asset allocations and portfolios for each participant using investments from the plan's core menu. The recommendations will be based on the employee and plan data you provide, including annual salary and age. And, when combined with other necessary conditions, PersonalManager can qualify as a QDIA. Even when defaulted to PersonalManager, participants always have the option to provide additional information to further personalize the recommendations.

Communications

Whether a participant is defaulted into PersonalManager or chooses to use Advice Access, Bank of America Merrill Lynch will provide ongoing, comprehensive participant communications to relay the benefits of planning for retirement using the Advice Access service. Communications can be targeted based on age, contribution rate and other variables.

[For more information on Advice Access, or to add this service to your plan, please contact your Bank of America Merrill Lynch representative.](#)