

Simplified Employee Plan Agreement

Custodial Agreement and Disclosure Statement

SIMPLIFIED EMPLOYEE

PLAN

Custodial Agreement and Disclosure Statement



SIMPLIFIED EMPLOYEE PENSION PLAN AGREEMENT

The individual whose name appears on the accompanying IRA Application Form (hereinafter called "Depositor" and/or "Employee") is establishing a Prototype Simplified Employee Pension Plan Account (hereinafter a "Custodial Account", "Depositor's Account", "Employee's Account", "Account" and/or "Plan") with New Vision Trust Company, a State Chartered South Dakota Trust Company (herein referenced to as "Custodian"). This traditional Individual Retirement Plan is established, under 408(a) of the Internal Revenue Code, for the exclusive benefit of the Depositor (or his or her beneficiaries) within the meaning of §408(a) of the Internal Revenue Code ("Code") and the related Treasury regulations ("Regulation(s)"). The Custodian has delegated certain Custodial Account recordkeeping and administrative functions ("Administrative Services") to American IRA, LLC, a North Carolina limited liability company (the "Administrator"). The Custodian and the Depositor hereby make the following agreement ("Agreement"):

ARTICLE I

Adoption and Purpose of Plan

- 1.1 Adoption of Plan: By completing and signing the Adoption Agreement, the Employer adopts the Sponsoring Organization's Prototype Simplified Employee Pension Plan. This Agreement must be used with an Internal Revenue Service Model traditional IRA (Form 5305 or Form 5305-A) or an IRS approved Master or Prototype traditional IRA.
- 1.2 **Purpose**: The purpose of this Plan is to provide benefits for the individuals who are eligible to participate hereunder. It is intended that this Plan be for the exclusive benefit of the Employer's Employees, and that the Plan qualify under Section 408(k) of the Code.
- 1.3 Limitation: If the Employer amends this plan other than by making an election permitted in the Adoption Agreement, the Employer will no longer participate in the Sponsoring Organization's Prototype Simplified Employee Pension Plan, the Employer will be considered to have an individually designed SEP Plan, and the Employer may no longer rely on the IRS opinion letter received in connection with this Prototype Simplified Employee Pension Plan.

ARTICLE II Eligibility and Participation

- 2.1 Eligible Employees: All Employees of the Employer shall be eligible to participate in this Plan except for Excludible Employees as defined under Section 2.2 of this Plan.
- 2.2 Excludible Employees: If the Employer elects in the Adoption Agreement, the following Employees shall be excluded from eligibility:
 - (a) Employees included in a unit of employees covered by a collective bargaining agreement between employee representatives and the Employer, provided that there is evidence that retirement benefits were the subject of good faith bargaining between such parties, unless such agreement provides that some or all of such covered employees are to be covered by this Plan. For purposes of this paragraph, the term "employee representatives" does not include any organization more than half of whose members are employees who are owners, officers, or executives of the Employer.
 - (b) Non-resident alien employees who receive no earned income from the Employer which constitutes income from sources within the United States.
 - (c) Employees who have not met the age and service requirements specified in the Adoption Agreement.
 - (d) Employees who did not earn at least \$450 (as adjusted for cost of living increases in accordance with Code §408(k)(8)) of Compensation from the Employer during the Plan Year.

2.3 Participation:

- (a) Each Employee who meets the eligibility requirements as specified in the Adoption Agreement shall, as a condition for further employment, become a Participant under this SEP Plan.
- (b) Each eligible Employee shall establish an IRA in order to receive Employer contributions under this Agreement, and any Employer contributions shall be made directly to such IRA plan. Unless otherwise elected in the Adoption Agreement, such IRA shall be established with the Trustee.
- (c) If a Participant fails to timely establish or to maintain an IRA in which SEP contributions may be made on such Participant's behalf, the Employer may execute any necessary documents to establish an IRA with the Trustee into which such contributions shall be made on behalf of the Participant.
- (d) If an Employer maintained a SEP Plan and desires to change to a Plan Year other than a calendar year, an Employee who has any service during the short Plan Year must be given credit for that service in three of the last five years. Such an Employee must also receive a contribution for the short Plan Year if such Employee would have been entitled to a contribution for the calendar year in which the short Plan year begins if there had been no change.

ARTICLE III Written Allocation Formula

- 3.1 **Amount of Contribution**: The Employer agrees to contribute on behalf of each eligible Employee for the Plan Year an amount determined under the written allocation formula specified in the Adoption Agreement.
- 3.2 Uniform Relationship to Compensation:
 - (a) All Employer contributions to this Plan shall bear a uniform relationship to the total Compensation (not to exceed \$200,000, or such higher amount as may be permitted under law) of each Participant.
 - (b) If the Employer elects the Flat Dollar Contribution allocation in the Adoption Agreement, such contributions shall be deemed to bear a uniform relationship to the total compensation of each Participant.
- 3.3 Limitation on Employer Contributions: The maximum employer contribution which may be made for any one Plan Year with respect to any Participant and allocated to each Participant's IRA is the lesser of 25% of such Participant's Compensation for the Plan Year or \$40,000 as adjusted under Code § 415(d). For purposes of the 25% limitation described in the preceding sentence, a participant's compensation does not include any elective deferral described in Code § 402(g)(3) or any amount that is contributed by the employer at the election of the employee and that is not includible in the gross income of the employee under Code §§ 125, 132(f)(4) or 457.



3.4 Permitted Disparity for Certain Contributions:

- (a) Definite Integrated Contribution Formula: If elected in the Adoption Agreement, the Employer will contribute an amount equal to the Base Contribution Percentage selected in the Adoption Agreement (but not less than 3%) of each Participant's Compensation (as defined in Section 4.04 of the Plan) for the Plan Year, up to the Integration Level plus an amount equal to the Excess Contribution Percentage selected in the Adoption Agreement (but not less than 3%) of each Participant's Compensation (as defined in Section 4.04 of the Plan) for the Plan Year, up to the Integration Level plus an amount equal to the Excess Contribution Percentage selected in the Adoption Agreement (but not less than 3% and not to exceed the Base Contribution Percentage by more than the lesser of: (i) the Base Contribution Percentage, or (ii) the Maximum Disparity Rate) of such Participant's Excess Compensation.
- (b) Discretionary Integrated Contribution Formula: If elected in the Adoption Agreement, Employer contributions for the Plan Year will be allocated to Participants' accounts as follows:

STEP 1: Contributions will be allocated to each Participant's account in the ratio that each Participant's total Compensation bears to the total Compensation of all Participants, at a rate not in excess of 3% of each Participant's Compensation.

STEP 2: Any contributions remaining after the allocation in Step One will be allocated to each Participant's account in the ratio that each Participant's Excess Compensation bears to the Excess Compensation of all Participants, at a rate not in excess of 3% of such Excess Compensation. For purposes of this Step Two, in the case of any Participant who has exceeded the Cumulative Permitted Disparity Limit described below, such Participant's total Compensation for the calendar year will be taken into account.

STEP 3: Any contributions remaining after the allocation in Step Two will be allocated to each Participant's account in the ratio that the sum of each Participant's total Compensation and Excess Compensation bears to the sum of all Participants' total Compensation and Excess Compensation, at a rate not in excess of the Maximum Disparity Rate. For purposes of this Step Three, in the case of any Participant who has exceeded the Cumulative Permitted Disparity Limit described below, 2 times such Participant's total Compensation for the calendar year will be taken into account.

STEP 4: Any remaining Employer contributions will be allocated to each Participant's account in the ratio that each Participant's total Compensation bears to the total Compensation of all Participants.

- (c) For purposes of the allocations made pursuant to this Section 3.04, in no event can the amount allocated to each Participant's IRA exceed the lesser of 25% of the first \$200,000 (or such higher amount, as may be permitted under law) of compensation or \$40,000, as adjusted under Code §415(d). For purposes of the 25% limitation described in the preceding sentence, a Participant's compensation does not include any elective deferral described in Code §402(g)(3) or any amount that is contributed by the employer at the election of the employee and that is not includible in the gross income of the employee under Code §§125, 132(f)(4) or 457.
- (d) Annual Overall Permitted Disparity Limit: Notwithstanding the preceding paragraphs, for any calendar year this SEP benefits any Participant who benefits under another SEP or qualified plan described in Code Section 401(a) maintained by the Employer that provides for Permitted Disparity (or imputes disparity), Employer contributions will be allocated to each Participant's IRA in the ratio that the participant's total compensation for the calendar year bears to all Participants' total Compensation for that year.
- (e) Cumulative Permitted Disparity Limit: Effective for calendar years beginning on or after January1, 1995, the Cumulative Permitted Disparity Limit for a Participant is 35 total Cumulative Permitted Disparity Years. Total Cumulative Permitted Disparity Years means the number of years credited to the Participant for allocation or accrual purposes under this SEP or any other SEP or any qualified plan described in Code Section 401(a) (whether or not terminated) ever maintained by the Employer. For purposes of determining the Participant's Cumulative Permitted Disparity Limit, all years ending in the same Calendar Year are treated as the same year. If the Participant has not benefited under a defined benefit or target benefit plan for any year beginning on or after January 1, 1994, the Participant has no Cumulative Permitted Disparity Limit.

ARTICLE IV Glossary of Plan Terms

- 4.1 Adoption Agreement: The document executed by the Employer through which it adopts the Plan and agrees to be bound by all terms and conditions of the Plan.
- 4.2 Base Contribution Percentage: The percentage of Compensation contributed under the Plan (but in no event less than 3%) with respect to that portion of each Participant's Compensation not in excess of the Integration Level.
- 4.3 **Code**: The Internal Revenue Code of 1986 and the regulations issued thereunder as heretofore or hereafter amended. Reference to a section of the Code shall include that section and any comparable section or sections of future legislation that amends, supplements or supersedes that section.
- 4.4 Compensation; 415 Safe Harbor Compensation: Compensation is defined as wages, salaries, and fees for professional services and other amounts received (without regard to whether or not an amount is paid in cash) for personal services actually rendered in the course of employment with the employer maintaining the plan to the extent that the amounts are includible in gross income (including but not limited to, commissions paid salesmen, compensation for services on the basis of a percentage of profits, commissions on insurance premiums, tips, bonuses, fringe benefits, and reimbursements, or other expense allowances under a nonaccountable plan (as described in Section 1.61-2(c) IRC), and excluding the following:
 - (a) Employer contributions to a plan of deferred compensation which are not includible in the employee's gross income for the taxable year in which contributed, or employer contributions under a simplified employee pension plan, or any distributions from a plan of deferred compensation;
 - (b) Amounts realized from the exercise of a nonqualified stock option, or when restricted stock (or property) held by the employee either becomes freely transferable or is no longer subject to a substantial risk of forfeiture;
 - (c) Amounts realized from the sale, exchange or other disposition of stock acquired under a qualified stock option; and
 - (d) Other amounts which received special tax benefits, such as premiums for group-term life insurance (but only to the extent the premiums are not includible in the gross income of the employee).

For any Self-Employed individual covered under the plan, Compensation will mean Earned Income.

Compensation shall include only that compensation which is actually paid or made available to the Participant during the year.

Except where specifically stated otherwise in this plan, a Participant's Compensation shall include any elective deferral described in Code § 402(g)(3) or any amount that is contributed by the employer at the election of the employee and that is not includible in the gross income of the employee under Code §§ 125, 132(f)(4) or 457.

The annual compensation of each participant taken into account under the SEP for any year shall not exceed \$200,000, as adjusted for increases in the cost of living in accordance with Code § 401(a)(17)(B). If the SEP determines compensation for a period of time that contains fewer than 12 calendar months, then the annual compensation limit is an amount equal to the annual compensation limit for the calendar year in which the compensation period begins multiplied by a fraction, the numerator of which is the number of full months in the short compensation period, and the denominator of which is 12.

4.5 **Earned Income**: The net earnings from self-employment in the trade or business with respect to which the Plan is established, for which personal services of the individual are a material income-producing factor. Net earnings will be determined without regard to items not included in gross income and the deductions allocable to such items. Net earnings are reduced by contributions by the Employer to qualified plans or to a SEP plan to the extent deductible under Section 404 of the Code. Net earnings shall be determined with regard to the deduction allowed to the Employer by Section 164(f) of the Code.



- 4.6 **Employee**: An individual, including a Self-Employed, employed by the Employer, who performs services with respect to the trade or business of the Employer. Also any employee of any other employer required to be aggregated under Section 414(b), (c) or (m) of the Code; any leased employee within the meaning of Section 414(n) of the Code shall be considered an Employee; and all Employees required to be aggregated under section 414(o) of the Code.
- 4.7 Employer: The sole proprietorship, partnership, corporation or other entity identified as such in the Adoption Agreement.
- 4.8 Excess Compensation: A Participant's Compensation in excess of the Integration Level.
- 4.9 Excess Contribution Percentage: The percentage of Compensation contributed under the Plan with respect to each Participant's Excess Compensation.
- 4.10 Integration Level: The taxable wage base, or such lesser amount elected by the Employer in the Adoption Agreement. The taxable wage base is the maximum amount of earnings which may be considered wages for a year under section 3121(a)(1) of the Code in effect as of the beginning of the Plan Year.

4.11 Maximum Disparity Rate:

- (a) If the Definite Integrated Contribution Formula is selected by the Employer under Section 3.04(a) above, the Maximum Disparity Rate is equal to the lesser of:
 - (i) 5.7%; or
 - (ii) the applicable percentage determined in accordance with Table I below.

Table I

If the Integration Level is more than	But not more than	the applicable percentage is:
\$0	X*	5.7%
X* of Taxable Wage Base	80% of Taxable Wage Base	4.3%
80% of Taxable Wage Base	I	5.4%
Equal to the Taxable Wage Base	N/A	5.7%

*X = the greater of \$10,000 or 20% of the Taxable Wage Base.

**Y = any amount more than 80% of the Taxable Wage Base but less than 100% of the Taxable Wage Base.

- (b) If the Discretionary Integrated Contribution Formula is selected by the Employer under Section 3.04(b) above, the Maximum Disparity Rate is equal to the lesser of:
 - (i) 2.7%; or

(ii) the applicable percentage determined in accordance with Table II below:

	Table II	
If the Integration Level is more than	But not more than	the applicable percentage is:
\$0	X*	2.7%
X* of Taxable Wage Base	80% of Taxable Wage Base	1.3%
80% of Taxable Wage Base	Y**	2.4%
Equal to the Taxable Wage Base	N/A	2.7%

*X = the greater of \$10,000 or 20% of the Taxable Wage Base

**Y = any amount more than 80% of the Taxable Wage Base but less than 100% of the Taxable Wage Base.

(c) In no event can the amount allocated to each participant's IRA exceed the lesser of 25% of the participant's compensation or \$40,000, as adjusted under Code § 415(d). For purposes of the 25% limitation described in the preceding sentence, a participant's compensation does not include any elective deferral described in Code § 402(g)(3) or any amount that is contributed by the employer at the election of the employee and that is not includible in the gross income of the employee under Code §§ 125, 132(f)(4) or 457.

4.12 Participant: Any Employee who has met the eligibility requirements of this Plan and who is eligible to receive an Employer contribution.

4.13 Plan: The Sponsoring Organization's Prototype Simplified Employee Pension Plan consisting of this plan document and the Adoption Agreement as completed and signed by the Employer.

4.14 Plan Year: The 12-consecutive month period specified by the Employer in the Adoption Agreement.

- 4.15 Self-Employed: An individual who has Earned Income for a Plan Year from the trade or business for which the Plan is established. A Self-Employed also includes an individual who would have had Earned Income but for the fact that the trade or business had no net profits for the Plan Year.
- 4.16 Sponsoring Organization: The entity specified in the Adoption Agreement.
- 4.17 **Trustee:** The financial institution or other organization specified in the Adoption Agreement which qualifies under section 408(a) of the Code and is serving as Trustee or Custodian of the IRA plan to which an Employer contribution is made.

Article V

5.1 Custodian and Administrator:

(a) The Custodian for the Custodial Account is New Vision Trust Company, a State Chartered South Dakota Trust Company.



- (b) The Administrator for the Custodial Account is American IRA, LLC., a North Carolina Limited Liability Company.
- 5.2 Accuracy of Information: The Depositor represents and warrants that all information and instructions given to the Custodian by the Depositor will be complete and accurate and agrees that the Custodian shall not be responsible for any incomplete or inaccurate information provided by the Depositor or Depositor's beneficiary(ies). The Depositor and the Depositor's beneficiary(ies) agree to be responsible for all tax consequences arising from contributions to, and distributions from, the Depositor's Custodial Account and acknowledge that no tax advice has been, nor will any tax advice be, provided by the Custodian.
- 5.3 Affiliated Business Disclosure and Conflict of Interest Waiver: The Custodian, New Vision Trust Company, a State Chartered South Dakota Trust Company and American IRA, LLC, a North Carolina limited liability company (Administrator) are affiliated companies by reason of their common ownership and management. Because the two companies are under common ownership and management, the owners of American IRA, LLC, a North Carolina limited liability company will enjoy a direct and/or indirect financial benefit from the fees the Depositor pays to New Vision Trust Company, a State Chartered South Dakota Trust Company. By signing the Account Application, the Depositor acknowledges and understands that: 1) New Vision Trust Company, a State Chartered South Dakota Trust Company and American IRA, LLC, a North Carolina limited liability company are under common ownership and control, 2) by retaining New Vision Trust Company, a State Chartered South Dakota Trust Company and that the Depositor is under no obligation to retain New Vision Trust Company, a State Chartered South Dakota Trust Company and that the Depositor chose New Vision Trust Company, a State Chartered South Dakota Trust Company freely and with no influence from the Custodian and/or Administrator.
- 5.4 Agent for the Custodian: The Custodian has appointed the Administrator to act as agent and/or nominee for the Custodian to perform administrative and/or custodial-related services with respect to the Custodial Account for which the Custodian otherwise has responsibility under this Agreement. All limitations of, and duties owed to the Depositor by the Custodian, and releases or indemnifications of the Custodian by the Depositor in this Agreement shall apply equally to the Administrator. Except where the Depositor is a resident of North Carolina, where all assets shall be vested solely in the name of the Custodian for the benefit of ("FBO") the Depositor, the Administrator may, for administrative convenience, perform duties on behalf of the Custodian which include, but are not limited to, executing applications or adoption agreements, transfers, stock powers, escrow accounts, purchase agreements, notes, deeds, conveyances, liens, placing assets or liabilities in the Administrator's name as Nominee for the Custodian and FBO the Depositor to provide administrative convenience for such transactions, depositing contributions, and income, paying liabilities and distributions and government reporting for Depositors who have established a Custodial Account with the Custodian. Notwithstanding the foregoing, the Custodian shall maintain control over all Account assets.
- 5.5 **Annual Accounting:** The Custodian shall, at least annually, provide the Depositor or Beneficiary (in the case of Depositor's death) with an accounting of the Depositor's account, consistent with the valuation provisions of 9.11 herein. Such accounting shall be deemed to be accepted by the Depositor or the Depositor's Beneficiary, if the Depositor or Beneficiary do not object in writing within 60 days after delivery of such accounting statement.
- 5.6 Amendment: The Depositor irrevocably delegates to the Custodian the right and power to amend this Custodial Agreement. In the case of an amendment required by law, Depositor's consent is not required. For amendments made by Custodian, Depositor shall be deemed to have consented where Custodian has provided the Depositor 30 days' prior written notice of the amendment, unless the Depositor notifies the Custodian in writing to the contrary no later than 30 days after delivery of notice of the change and Depositor requests a distribution or transfer of the balance in the Depositor's account(s).

5.7 Termination of Agreement, Resignation and/or Removal of Custodian:

(a) Depositor and Custodian may terminate this Agreement at any time upon delivery of written notice to the other party. (b) Resignation of Custodian.

i. The Custodian may resign and appoint a successor trustee or custodian to serve under this Agreement, or under another governing agreement selected by the successor trustee or custodian, by delivering written notice to Depositor at least 30 days prior to the effective date of such resignation and appointment. The Depositor shall then have 30 days from the date of such notice to either: 1) request a distribution of the entire balance of Depositor's Account or 2) designate a different successor trustee or custodian and notify the Custodian of such designation. If the Depositor does not request distribution of the account balance or notify the Custodian of the designation of a different successor trustee or custodian within such 30-day period, the Depositor shall be deemed to have consented to the appointment of the successor trustee or custodian and the terms of any new governing instrument, and neither the Depositor nor the successor shall be required to execute any written document to complete the transfer of the account to the successor trustee or custodian. The successor trustee or custodian may rely on any information, including beneficiary designations, previously provided by the Depositor to the Custodian. Where a new governing agreement is selected by the successor trustee or custodian said agreement and related disclosure will be provided to Depositor together with or under separate cover from the notice required in this provision.

ii. The Custodian may resign and demand that the Depositor appoint a successor trustee or custodian for the Custodial Account by giving the Depositor written notice at least 30 days prior to the effective date of such resignation. The Depositor shall then have 30 days from the date of such notice to designate a successor trustee or custodian, notify the Custodian of the name and address of the successor trustee or custodian, and provide the Custodian with appropriate evidence that such successor has accepted the appointment and is qualified to serve as trustee or custodian of an individual retirement account.

- A. If the Depositor designates a successor trustee or custodian and provides the Custodian evidence of the successor's acceptance of appointment and qualification within such 30-day period, the Custodian shall then deliver all of the assets held by the Custodian in the account (whether in cash or personal or real property, wherever located, and regardless of value) to the successor trustee or custodian.
- B. If the Depositor does not notify the Custodian of the appointment of a successor trustee or custodian within such 30-day period, then the Custodian may distribute all of the assets held by the Custodian in the account (whether in cash or personal or real property, wherever located, and regardless of value) to the Depositor, outright and free of trust, and the Depositor shall be wholly responsible for the tax consequences of such distribution.
- C. In either case, the Custodian may expend any assets in the account to pay expenses of transfer (including re-registering the assets and preparation of deeds, assignments, and other instruments of transfer or conveyance) to the successor trustee or custodian or the Depositor, as the case may be. In addition, the Custodian may retain a portion of the assets as a reserve for payment of any anticipated remaining fees and expenses. Upon satisfaction of such fees and expenses, the Custodian shall pay over any remainder of the reserve to the successor trustee or custodian or to the Depositor, as the case may be.
- (c) The Depositor may, at any time, remove the Custodian and replace the Custodian with a successor trustee or custodian of the Depositor's choice by giving 30 days' notice of such removal and replacement. The Custodian shall then deliver the assets of the account as directed by the Depositor. However, the Custodian may retain a

5.8



portion of the assets of Depositor's Account as a reserve for payment of any anticipated remaining fees and expenses and shall pay over any remainder of this reserve to the successor trustee or custodian upon satisfaction of such fees and expenses.

- (d) Successor Custodian: If the Custodian's organization changes its name, reorganizes, merges with another organization (or comes under the control of any federal or state agency), or if Custodian's entire organization (or any portion which includes Depositor's Account) is bought by another organization, that organization (or agency) shall automatically become the trustee or custodian of Depositor's Account, but only if it is the type of organization authorized to serve as a trustee or custodian as set forth in the Code and/or Regulations.
- (e) After the Depositor's Account with the Custodian is closed, if there are additional assets remaining in, or subsequently credited to, the Depositor's Account, the Custodian will endeavor to distribute or transfer such assets in accordance with the Depositor's prior direction, but after offsetting any applicable administrative expenses and custodial fees.
- (f) The Custodian may establish a policy requiring distribution of the entire balance of the Depositor's Account to the Depositor in cash or property if the balance of the Depositor's Account drops below the minimum balance required under the applicable investment or policy established.

Custodian's and Administrator's Fees and Expenses:

- (a) Depositor agrees, that by opening an account with Custodian, to pay all fees and charges that are made against Depositor's Account in accordance with the Fee Schedule provided and incorporated by reference herein. All fees are due upon presentment. If your Account is unfunded with zero value, Depositor understands that Depositor's Account will continue to incur fees until Depositors provides written notice to Custodian to close the account. Fees shall not be prorated, and the full amount will be due and payable for any year during which the Depositor's Account is open.
- (b) The Depositor agrees to pay the Custodian any and all fees specified in the Custodian's published fee schedule, as amended from time to time by the Custodian in accordance with this Agreement, for establishing and maintaining this Custodial Account, including any fees for distributions from, transfers to and/or from and terminations of this Custodial Account. The Custodian reserves the right to change its fee schedule at any time, in its sole discretion, by giving 30 days' prior notice to Depositor.
- (c) The Depositor agrees to pay any expenses incurred by the Custodian in the performance of its duties in connection with the account. Such expenses include, but are not limited to, administrative expenses, legal fees, accounting fees, regulatory fees and any taxes or assessments of any kind whatsoever that may be levied with respect to the Custodial Account.
- (d) All such fees, taxes, and other administrative expenses charged to the account shall be collected either from the assets in the Custodial Account or from any contributions to or distributions from such Custodial Account if not paid by the Depositor. The Depositor shall be responsible for any deficiency.
- (e) In the event that for any reason the Custodian is not certain as to who is entitled to receive all or part of the assets in the Custodial Account, the Custodian reserves the right to withhold any payment from the Custodial Account, to request a court ruling to determine the disposition of the Custodial assets, and to charge the Custodial Account for any expenses incurred in obtaining such legal determination.
- (f) The Custodian shall be entitled to receive, from the assets held in the Custodial Account, a fee equal in amount to all income that is generated from any Undirected Cash (defined as any cash in the Custodial Account not invested pursuant to a specific investment direction by the Depositor) which has been deposited by the Custodian into State and/or Federal banking institutions. Fees collected by the Custodian in accordance with this provision related to Undirected Cash in the Custodial Account are associated with cash management activities, including, but not limited to, account maintenance, depository bank selection, transaction processing, sub-accounting, record keeping, and other services performed under the terms of this Agreement. The Custodian retains the right, but does not have the obligation, to reduce this fee by rebating a portion of the fee into the Custodial Account. The Depositor agrees that this fee may be retained by the Custodian as compensation for the services provided by the Custodian makes no representations or warranties as to the financial status of any depository bank or a agreed between the Custodian and the Administrator. The Custodian makes no representations or warranties as to the financial status of any depository bank or is ability to satisfy its obligations to the Depositor. The Custodian has sole discretion, without any further approval from the Depositor, as to which third party financial organization(s) harmless from following the directions received from the Custodian and agrees that the duties and powers described herein that are exercised by the Custodian are ministerial in nature and will not operate to cause the Custodian and agrees that the duties and powers described herein that are exercised by the Custodian are ministerial in nature and will not operate to cause the Custodian to become a fiduciary with respect to the Depositor's account.
- 5.9 In addition to any portion of the fee collected by the Custodian as provided in Section 5.8(f), the Custodian shall be entitled to fees from the Depositor for account opening, asset purchases and sales, distributions, transfers, terminations, and annual administration of the Custodial Account, along with other miscellaneous fees, as disclosed in a fee schedule provided by the Custodian to the Depositor. If payment is not received within thirty (30) days from the due date reflected on an invoice, a past due notice will be sent to the Depositor and a late fee equal to (a) \$25.00 for every month or partial month that the invoice is outstanding or (b) the maximum late penalty permitted under the state law of South Dakota where the Custodian is organized, shall be assessed to the Custodial Account. Additionally, assets may be liquidated from the account, without further notice, for any outstanding fees which have not been paid within 30 days of the initial past due notice. If fees are not paid within thirty (30) days after the Custodial Account will be reported to the IRS on Form 1099-R and may subject the Depositor to possible taxes and penalties. Accounts with past due fees, unfunded accounts, and accounts with zero value will continue to incur administration fees until such time as the Depositor notifies the Custodian (on a form prescribed by the Custodian) of the Depositor's intent to close the account and the Depositor's account is closed or until the Custodian resigns.
- 5.10 Age 70¹/₂ Default Provisions: If the Depositor does not choose any of the distribution methods under Article IV of this Custodial Agreement by April 1st following the calendar year in which the Depositor reaches age 70¹/₂ (the "Beginning Date") distribution shall be determined based upon the distribution period in the uniform lifetime distribution period table in Regulation section 1.401(a)(9)-9. However, no payment will be made until the Depositor provides the Custodian with a proper distribution request acceptable to the Custodian. The Custodian reserves the right to require a minimum balance in the Depositor's Account in order to make periodic payments from the account. Upon receipt of such distribution request, the Depositor may switch to a joint life expectancy in determining the required minimum distribution. Depositor's required minimum distribution is calculated using the uniform lifetime table in Regulations section 1.401(a)(9)-9, However, if the Depositor's spouse is the sole designated beneficiary and is more than 10 years younger than the Depositor, the required minimum distribution is calculated each year using the joint and last survivor table in Regulations section 1.401(a)(9)-9. The Custodian shall not be liable for any penalties or taxes related to the Depositor's failure to take a required minimum distribution or to the Depositor's receipt of an amount in excess of the required minimum distribution.

5.11 Death Benefit Default Provisions:

- (a) If the Depositor dies before the Depositor's required Beginning Date, and the beneficiary does not select a method of distribution described in Article IV, Section 4.03(b)(i) or (ii) by the December 31st following the year of the Depositor's death, distributions will be made pursuant to the single life expectancy of the Designated Beneficiary determined in accordance with IRS regulations. However, no payment will be made until the beneficiary provides the Custodian with a proper distribution request acceptable to the Custodian and other documentation that may be required by the Custodian. A beneficiary may at any time request a complete distribution of the Depositor's remaining interest in the Custodial Account. The Custodian reserves the right to require a minimum balance in the account in order to make periodic payments from the Custodial Account.
- (b) If the Depositor dies on or after the Depositor's required Beginning Date, as required by the Code, a distribution shall be made in accordance with Article



IV, Section 4.03(a). However, no payment will be made until the beneficiary provides the Custodian with a proper distribution request acceptable to the Custodian and other documentation that may be required by the Custodian. A beneficiary may at any time request a complete distribution of the Depositor's remaining interest in the Custodial Account. The Custodian reserves the right to require a minimum balance in the account in order to make periodic payments from the Custodial Account.

5.12 **Transitional Rule for Determining Required Minimum Distributions for Calendar Year 2002:** Unless the Custodian provides otherwise, if a Depositor (or beneficiary) is subject to required minimum distributions for calendar year 2002, such individual may elect to apply the 1987 proposed regulations, the 2001 proposed regulations, or the 2002 final regulations in determining the amount of the 2002 required minimum. However, the Custodian, in its sole discretion, reserves the right to perform any required minimum distribution calculations through its data systems or otherwise based upon any of the three sets of regulations delineated in the previous sentence.

5.13 **Designation of Beneficiary:**

- (a) Except as may be otherwise required by state law, in the event of the Depositor's death, the balance in the account shall be paid to the beneficiary, or beneficiaries, designated by the Depositor on a Beneficiary Designation Form acceptable to, and filed with, the Custodian. The Depositor may change the Depositor's beneficiaries at any time by filing a new Beneficiary Designation Form with the Custodian. If no beneficiary designation is in effect, if none of the named beneficiaries survive the Depositor or if the Custodian cannot locate any of the named beneficiaries after reasonable search, any balance in the account will be payable to the Depositor's estate.
- (b) If the Custodian permits, in the event of the Depositor's death, any beneficiary may name a subsequent beneficiary(ies) to receive the balance of the account to which such beneficiary is entitled upon the death of the original beneficiary by filing a Subsequent Beneficiary Designation Form acceptable to and filed with the Custodian. Payments to such subsequent beneficiary(ies) shall be distributed in accordance with the payment schedule applicable to the original beneficiary or more rapidly if the subsequent beneficiary requests. In no event, can any subsequent beneficiary be treated as a designated beneficiary of the Depositor. The preceding sentence shall not apply with respect to the subsequent beneficiary (ies), if any, designated by the original spouse beneficiary where the Depositor dies before the Depositor's required Beginning Date. In this case, the original spouse beneficiary is treated as the Depositor. If the balance of the account has not been completely distributed to the original beneficiary and such beneficiary has not named a subsequent beneficiary.

5.14 **Terms and Conditions of Designating a Representative:** The Depositor understands that the Custodian may permit, but shall not be required to accept, the appointment by the Depositor of a designated representative ("Representative") on the Custodial Account by completing a Representative Designation form acceptable to the Custodian. The Depositor understands that if the Depositor a Representative cannot be an individual or firm in which the Depositor's Custodial Account has invested or has an interest. The Depositor understands that it is the Depositor's responsibility to ensure that the Representative is independent of, and in no way connected with the investments held in the Depositor's Custodial Account and/or is not a "Disqualified Person," as defined in section 4975 of the Internal Revenue Code. The Custodian shall not be responsible for determining the relationship between the Depositor's Representative and the Custodian from the Depositor's Representative (including Representative's agents, employees and/or broker dealer) shall be assumed by Custodian to have been authorized by the Depositor. The Depositor understands that the Depositor understands that all instructions received from the Depositor's Representative, prior to receipt by the Custodian the Depositor's written request for the removal of the the designated Representative are deemed authorized by the Depositor and will be executed by Custodian. Tustodian. The Depositor acknowledges and agrees that such Representative is not enthorized by the Depositor serviced by the Depositor acknowledges and agrees that use Representative is not enthorized by the Depositor's negonsibility to make and has mede no investigation or recommendation with respect to the Depositor's Representative, and will not compensate any Representative, except as specifically instructed by the Depositor acknowledges and agrees that the Custodian shall not be responsible for, nor bound by any representative, statements, or agreements made by any such Representative beyond th

Article IX SELF-DIRECTED IRA PROVISIONS

- 6.1 **Investments, Transfers and Withdrawals of Assets in the Custodial Account:**
 - (a) Depositor's Account is "Self-Directed" What does "Self-Directed" mean? Self-Directed means Depositor, as the Holder of the Custodial Account, is solely responsible for the investment of all assets within Depositor's Account by giving Custodian directives to take any action on behalf of the Custodial Account. That means Depositor is responsible for the selection, management, monitoring and retention of all investments held within Depositor's Account. The investments Depositor selects may involve a high degree of risk, and the Custodian will provide no investment advice nor make any investigation or determination as to the prudence, viability, legality, or safety of the investments that Depositor selects. The assets selected for investment are solely Depositor's responsibility. This requires that Depositor assures themselves of the financial soundness and appropriateness of the investment for Depositor's Account and retirement objectives and Depositor should have all investments reviewed by a competent legal, tax, and/or financial advisor.
 - (b)**The Depositor shall have exclusive responsibility for, and control over, any and all investment of the assets of the Depositor's Custodial Account.** All transactions shall be subject to any and all restrictions or limitations, direct or indirect, which are imposed by the Custodian's charter, articles of incorporation, or bylaws; any and all applicable federal and state laws and regulations; the rules, regulations, customs and usages of any exchange, market or clearing house where the transaction is executed; the Custodian's internal policies, standards and practices; and this Agreement. After the Depositor's death, Depositor's beneficiary(ies) shall have the right to direct the investment of the Depositor's Custodial Account assets, subject to the same conditions that applied to the Depositor's lifetime under this Agreement. The Custodian shall be under no obligation to and will not exercise the voting rights and other shareholder rights with respect to investments in the Depositor's account unless the Depositor provides timely written directions acceptable to the Custodian in accordance with the Custodian's sheen current policies and procedures. The Depositor shall select the type of investment for the Depositor's assets, provided, however, that the Depositor's selection of investments shall be limited to those types of investments that the Custodian is authorized by its charter, articles of incorporation, or bylaws to offer and comply with the Custodian's internal policies, practices, and standards and are deemed administratively feasible by the Custodian. Cash balances in the Depositor's account, for which no investment instructions have been received, shall be placed in one or more state or federal banking institutions.
 - (c) Responsibility for determining eligibility and tax consequences: Depositor assumes complete responsibility for 1) determining that Depositor is eligible to make a contribution to Depositor's Account; 2) ensuring that all contributions Depositor makes are within the limits set forth by the relevant sections of the Internal Revenue Code; and 3) the tax consequences of any contribution (including a rollover contribution) and distributions.
 - (d) Custodian Acting in Passive Capacity Only.
 - i. The Custodian is acting solely as a passive custodian to hold the Depositor's assets and the Custodian shall have no discretion to direct any investment in the Depositor's Custodial Account. Accordingly, the Custodian is not a fiduciary (as said term is defined in the Internal Revenue Code, The Employee Retirement Income Security Act of 1974 ("ERISA"), or any other applicable federal, state or local laws) with respect to the Depositor's Custodial Account.



However, through the Custodian's affiliates, the Custodian may receive a commission in connection with the unsolicited purchase or sale of publicly-traded securities.

- ii. The Custodian shall bear no responsibility to review the prudence, merits, viability or suitability of any investment directed by Depositor and/or Depositor's agent(s) or to determine whether the investment is suitable for the Depositor or acceptable under ERISA, the Internal Revenue Code or any other applicable law. The Custodian shall not offer any investment advice, nor endorse any investment, investment product or investment strategy; and the Custodian does not endorse any investment advisor, representative, broker, or other party selected by the Depositor. The Custodian shall have no responsibility to question any investment directions given by the Depositor and/or by any representative/agent appointed by the Depositor.
- iii. It is the Depositor's sole responsibility to perform any and all prudent due diligence with regard to any such representative, investment advisor, broker or other party. The Custodian will follow the directions of any such investment advisor, representative, broker or other party authorized by the Depositor in a manner acceptable to the Custodian, and the Custodian will be entitled to all the same protections and indemnities in our reliance upon and execution of the directives of such agent or other party as if such directives were given by the Depositor.
- iv. The Custodian shall be under no obligation or duty to investigate, analyze, monitor, verify title to, or otherwise evaluate or perform due diligence for any investment directed by the Depositor and/or the Depositor's investment advisor, representative or agent; nor shall the Custodian be responsible to notify the Depositor or take any action should there be any default with regard to any investment.
- v. Any review performed by the Custodian with respect to an investment shall be solely for the Custodian's own purposes of determining compliance with our internal policies, practices and standards, as are determine from time to time and the administrative feasibility of the investment and neither such review nor its acceptance should be construed in any way as an endorsement of any investment, investment company or investment strategy. The Custodian also has the right to refuse any transaction/investment which the Custodian deems, in its sole discretion, to be beyond the scope of the Custodian's administrative responsibilities, capabilities or expertise or that the Custodian determines in its sole discretion does not comport with the Custodian's internal policies, practices or standards.
- vi. The Custodian shall have no duty or obligation to notify you with respect to any information, knowledge, irregularities or our concerns relating to the Depositor's investment or the Depositor's investment advisor, broker, agent, promoter, or representative, and any failure to do so shall not result in any liability as the Custodian.
- vii. The Custodian will use reasonable efforts to acquire or sell investments in accordance with the Depositor's directions within a reasonable period of time after the Custodian has received an acceptable investment direction and the Custodian will make reasonable efforts to notify the Depositor if the Custodian is unable or unwilling to comply with an investment direction. Subject to the foregoing, the Custodian shall remit funds as directed, but has no responsibility to verify or assure that such funds have been invested to purchase or acquire the asset selected by the Depositor.
- viii. The Custodian reserves the right to refuse to follow any investment direction made by the Depositor that the Custodian determines may be a violation of any Federal or State Law.
- (e) **Investment Documentation.** Any direction from the Depositor's agent and/or Designated Representative to the Custodian with respect to any investment, withdrawal and/or transfer of an asset from the Depositor's Custodial Account, shall be in writing on a form acceptable to the Custodian ("Direction of Investment"). The **Custodian may remit funding for the Depositor's investment upon receipt of such Direction of Investment, without regard to any supporting documentation.** The Custodian shall be fully protected in acting upon any instrument, certificate, paper or transmission believed to be genuine and to be signed or presented by the proper person or persons whether or not by facsimile or other form acceptable to the Custodian, and the Custodian shall be under no duty to make any investigation or inquiry as to any statement contained in any such communication, but may accept the same as conclusive evidence of the truth and accuracy of the statements therein contained. The Depositor's investments; although the Custodian shall have no duty to deliver such documents and the Custodian shall have no responsibility to verify or determine that any such documents are complete, accurate or constitute the documents necessary to comply with the Depositor's Investment Direction, unless said directions from the Depositor comply with the requirements of this Agreement. Depositor authorizes and directs the Custodian to correct scrivener errors in investment titling and other minor clerical errors with telephone or email consent from the Depositor's identity.
- (f) Deposit Investments. The deposit investments available through the Custodian may include, but are not limited to, marketable securities traded on a recognized exchange or "over the counter" (excluding any securities issued by the Custodian), covered call options, certificates of deposit, real estate, deeds of trust, mortgages, unsecured notes, limited partnerships, limited liability companies, private stock, other private placement offerings, and other investments to which the Custodian consents. Any cash in the Depositor's Custodial Account shall be invested in accordance with the instructions of the Depositor, or the Depositor's designated representative, subject to the other terms of this Custodial Agreement. If the Depositor does not instruct the Custodian with regard to any Undirected Cash, such cash will be deposited pursuant to paragraph 5.8(f). The Depositor may direct the Custodian to transfer any un-invested funds to an institution of the Depositor's choice at any time.
- (g) Any Request for a withdrawal or transfer must include the following: 1) the method of distribution, and 2) the tax identification number of the recipient. Withdrawals and transfers shall be subject to all applicable tax and other laws and regulations, including possible early withdrawal penalties or surrender charges and withholding requirements. The Depositor acknowledges that a distribution of a non-traditional asset, such as real estate, requires an appraisal prior to distribution and all associated fees shall be the sole responsibility of the Depositor. For those custodial assets where fair market value is not readily ascertainable, the Depositor agrees that the Depositor will provide to the Custodian a qualified independent appraisal of the asset If the Depositor does not provide such an appraisal, we may report the asset's value at its last known fair market value or at its acquisition cost. The Custodian reserves the right to reject any withdrawal and/or transfer request it may deem, in its sole discretion, not an appropriate withdrawal and/or transfer and to apply to a court of competent jurisdiction to make a determination with respect to the proper party eligible to receive a distribution from the account. All fees and/or costs, including all reasonable attorney fees incurred by the Custodian associated with an application to the coust for a determination subject to a request for withdrawal and/or transfer shall be the responsibility of the Depositor and may be collected by the Custodian from the assets of the Depositor's Account.
- (h) Payment Instructions Depositor agrees to furnish payment instructions to the Custodian regarding any invoice, assessment, fee or any other disbursement notification received the Custodian on behalf of Depositor's investments, and Depositor understands that the Custodian has no duty or responsibility to disburse any payment until such instructions are received from Depositor and/or Depositor's Designated Representative. Written direction shall include signature by facsimile or by electronic signature.
- (i) **Investment Funding Requirements** Depositor understands and agrees that Depositor cannot make investments without having available liquid funds in Depositor's Account. In addition, if any investment contains provisions for future contractual payments or assessments, (including margin calls), Depositor



acknowledges and agrees that such payments or assessments shall be borne solely by Depositor's Account to the extent such payment is authorized by Depositor and/or Depositor's Designated Representative and may reduce or exhaust the value of Depositor's Account. Depositor further agrees to indemnify the Custodian for any and all payments or assessments which may be imposed as a result of holding the investment within Depositor's Account, and Depositor agrees that the Custodian shall be under no obligation to extend credit to Depositor's Account or otherwise disburse payment beyond the cash balance of Depositor's Account for any payment or assessment related to the investment. Depositor agrees that Depositor is solely responsible for verifying that any bills to be paid from Depositor's Account, and accompanying payment instructions, have been received by the Custodian. Depositor further agrees that the Custodian shall not be responsible for late fees assessed by any third party where Depositor has not verified that payment instructions have been received, or where the receipt of instructions or documentations has been delayed

(j) Investment Funds Availability Any funds received into Depositor's Account which are made by check may be subject to an eleven (11) business day clearing period before funds are available to invest. ALL NEW ACCOUNTS are subject to a seven (7) calendar day waiting period before any funds can be invested.

6.2 Investment Contributions:

- (a) At the direction of the Depositor (or the direction of the beneficiary upon the Depositor's death), and in accordance with the Custodian's obligations under this Agreement, the Custodian shall invest all contributions to the Custodial Account, and earnings thereon, in investments that are acceptable to the Custodian, and that are considered administratively feasible by the Custodian, which may include, but are not limited to, marketable securities traded on a recognized exchange or "over the counter" (excluding any securities issued by the Custodian), covered call options, certificates of deposit, real estate, deeds of trust, mortgages, unsecured notes, limited partnerships, limited liability companies, private stock, other private placement offerings, and other investments to which the Custodian consents, in such amounts as are specifically selected and specified by the Depositor in a Direction of Investment, without any duty to diversify and without regard to whether such property is authorized by the laws of any jurisdiction as a trust investment. The Custodian shall be responsible for the execution of such orders and for maintaining adequate records thereof. However, if any such orders are not received as required, or, if received, are unclear in the opinion of the Custodian, or if there is insufficients undirected Cash in the Custodia Account to comply with such orders, all or a portion of the contribution may be held un-invested without liability to Custodian for loss of income or appreciation, and without liability to Custodian for loss of income or appreciation, and without the follow the trund to follow the written investment directions of the Depositor and shall be under no duty to question said instructions and shall not be liable for any investment losses sustained by the Depositor under any circumstances.
- (b) The Depositor hereby acknowledges and agrees that the Custodian will deposit all Undirected Cash in the Custodial Account into pooled deposit accounts at one or more State and Federal banking institutions or in United States government securities pending further investment direction by the Depositor. All income generated by Undirected Cash in the Custodian's pooled deposit accounts shall be retained by the Custodian as fees, as described in paragraph 5.8(e) above. The Depositor authorizes the Custodian to transfer any Undirected Cash in the Custodial Account into any State and Federal banking institution or in United States government securities or in securities or in securities that are insured or guaranteed by the United States government without any further approval or direction by the Depositor.
- (c) Non- FDIC Insurance for Investments: Depositor recognizes that investments purchased and/or held within Depositor's Account: 1) are not insured by the Federal Deposit Insurance Corporation (FDIC); 2) are not a deposit or other obligation of, or guaranteed by, the Custodian; and 3) are subject to substantial risk, may lack liquidity, and may result in a total loss of the investment. You acknowledge and confirm that all risk and loss sustained in your Retirement Account will not affect your retirement income standard; and if a mandatory distribution arises, that Depositor will meet any mandatory distribution requirements by utilizing Depositor's Account and/or other retirement accounts.
- 6.3 Indemnification: The Custodian shall have no duty other than to follow the written instructions of the Depositor, the Depositor's agents, investment advisors and/or Designated Beneficiaries, and shall be under no duty to question said instructions and shall not be liable for any investment losses sustained by the Depositor under any circumstances. By performing services under this Agreement, the Custodian is acting as the agent of the Depositor, and nothing in this Agreement shall be construed as conferring fiduciary status on the Custodian. The Depositor agrees to release, defend, indemnify and hold harmless the Custodian from any and all liability, claims, damages, actions, costs, expenses (including, without limitation, all reasonable attorneys' fees) arising from or related to the Custodial Agreement and/or Custodial Account, including but not limited to, losses to the Depositor and/or to the Depositor's beneficiary(ies) as a result of any action taken (or omitted to be taken) pursuant to and/or in connection with any investment transaction directed by the Depositor, the Depositor's agents, investment advisors and/or Designated Beneficiaries, including, without limitation, claims, damages, liability, actions and losses asserted by the Depositor or the Depositor's beneficiary(ies). The Depositor agrees to reimburse and/or advance to us, on demand, all legal fees, expenses, costs, fines, penalties and obligations incurred or to be incurred in connection with the defense, contest, prosecution or satisfaction of any claim made, threatened or asserted pertaining to any investment or action the Depositor, or the Depositor's agent , directed through the Custodian, including, without limitation, claims asserted by the Depositor, any state or federal regulatory authority or self-regulatory organization. In the event of claims by others related to the Depositor's account and/or investment wherein the Custodian is named as a party, the Custodian shall have the full and unequivocal right, at their sole discretion, to select their own attorneys to represent them in such litigation and deduct from the Depositor's account any amounts to pay for any costs and expenses, including, but not limited to, all reasonable attorneys' fees, and costs and internal costs (collectively "Litigation Costs"), incurred by the Custodian in the defense of such claims and/or litigation. The Custodian shall have the full and unequivocal right to freeze the Depositor's account, liquidate the Depositor's assets, and/or initiate legal action in order to obtain the Custodian's Litigation Costs. The Depositor also understands and agrees that the Custodian will not be responsible to take any action should there be any default with regard to any investment directed by the Depositor. The Depositor understands that no one at the Custodian has authority to agree to anything different than the Depositor's foregoing understandings of the Custodian's policy. No changes to the Custodian's policy are effective unless made in accordance with the terms of this Agreement. The term Custodian includes New Vision Trust Company, a State Chartered South Dakota Trust Company, its agents, assigns, nominees, delegates, joint ventures and/or affiliates including, but not limited to American, IRA, LLC a North Carolina limited liability Company, its affiliates and/or assigns.
- 6.4 **Registration:** All assets of the Custodial Account shall be registered in the name of the Custodian or of a suitable nominee. The Custodian reserves the right to appoint a nominee for the purposes of holding title to assets of the Custodial Account. The same nominee of the Custodian, with respect to the holding of assets of other investors, whether held under agreements similar to this one or in any capacity whatsoever; and the Custodian may commingle the assets so held to the extent permitted by law. However, the Custodial Account and each other account or asset so held shall each be separate and distinct; a separate account therefore shall be maintained by the Custodian (or by the nominee on behalf of the Custodian). The assets of the Custodial Account may be held by the Custodian in individual or bulk segregation either in the Custodian's vaults or vaults of the Custodian's agent or through brokerage accounts of entities permitted to hold assets of the applicable type under the Securities Exchange Act of 1934 or the Commodities Exchange Act.



- 6.5 **Investment Advisor:** The Depositor may appoint an Investment Advisor, qualified under Section 3(38) of the Employee Retirement Income Security Act of 1974, to direct the investment of the Custodial Account or any specified portion of the Custodial Account. The Depositor shall notify the Custodian in writing of any such appointment by providing the Custodian a copy of the instruments appointing the Investment Advisor and evidencing the Investment Advisor's acceptance of such appointment, an acknowledgment by the Investment Advisor that it is a fiduciary of the account, and a certificate evidencing the Investment Advisor's current registration under the Investment Advisor's Act of 1940. The Custodian shall comply with any investment directions furnished to it by the Investment Advisor, unless and until it receives written notification from the Depositor that the Investment Advisor's appointment has been terminated. The Custodian shall have no duty other than to follow the written investment directions of such Investment Advisor and shall be under no duty to question said instructions, and the Custodian shall not be liable for any investment losses sustained by the Depositor as a result of following the written investment directions of the Depositor's Investment Advisor.
- 6.6 No Investment Advice: The Depositor acknowledges and agrees that the Custodian does not provide or assume responsibility for any tax, legal or investment advice with respect to the investments and assets in the Custodial Account and shall not be liable for any loss which results from the Depositor's exercise of control over the Custodial Account. The Depositor further understands and agrees that the Custodian neither sells or endorses any investment products. If the services of the Custodian were marketed, suggested or otherwise recommended by any person or entity, such as a financial representative or investment promoter, the Depositor understands that such promoters and/or marketers are not in any way agents, employees, representatives, affiliates, partners, independent contractors, consultants, or subsidiaries of the Custodian, and that the Custodian is not responsible for and are not bound by any statements, representations, warranties or agreements made by any such promoter, marketer or entity. The Depositor agrees to consult with the Depositor's own CPA, attorney, financial planner and/or any other professionals the Depositor deems necessary or advisable, prior to directing the Custodian to make any investment in the Depositor's account. The Depositor and the Depositor's Investment Advisor, violates any federal or state law or regulation or otherwise results in a disqualification, penalty, tax or fine imposed upon the Custodian, the Administrator, the Depositor or the Custodial Account.
- 6.7 Alternative Investments: The Depositor may, at the Depositor's discretion, direct the Custodian to purchase "alternative" investments which shall include, but not be limited to, investments which are individually negotiated by the Depositor and/or the Depositor's agent, or part of a private placement of securities offered in reliance upon exemptions provided by Sections 3(B) and 4(2) of the Securities Act of 1933 and Regulation D promulgated thereunder. It is the Depositor's sole responsibility to determine whether or not the Depositor's selected investment(s) is required to be registered as a security with any applicable federal and/or state regulatory authority. The Custodian reserves the right to not follow such direction or process such investment(s) for administrative reasons. Such action should not be construed as investment advice or an opinion by the Custodian as to the investment's prudence or viability. If the Depositor or the Depositor's agent should direct the Custodian to purchase an alternative investment, as defined above, the following special certifications and provisions shall apply:
 - a) The Depositor agrees to submit or cause to be submitted all offering documentation related to the alternative investment for an administrative review by the Custodian, if so requested. The Custodian reserves the right to charge a reasonable fee for such administrative review.
 - b) If the alternative investment(s) contains a provision for future contractual payments or assessments, including margin calls, the Depositor acknowledges that such payments shall be borne solely by the Depositor's Account, that authorization to make such payments shall come from the Depositor or the Depositor's agent, and that making such payments may reduce or exhaust the value of the Depositor's Account. The Depositor further agrees to maintain sufficient liquid funds in the Depositor's Account to cover any such payments or assessments and agrees that the Custodian is not responsible for monitoring the balance of the account to verify compliance with this Section.
 - c) If the alternative investment(s) contain administrative and/or management requirements or duties beyond the Custodian's capabilities or expertise to provide, then the Depositor agrees to seek out suitable agents or counsel necessary to perform such duties and deliver a written service agreement acceptable to the Custodian for execution on behalf of the Depositor's Account.
 - d) If the Depositor directs the Custodian to enter into an individually-negotiated debt instrument, including a promissory note, deed of trust, real estate contract, mortgage note or debenture, the Custodian strongly encourages the Depositor to retain the services of a third-party Note Servicing Agent Agreement with a third-party Agent, on a form acceptable to the Custodian. Said Note Servicing Agent shall be the Depositor's agent and not the Custodian's agent and shall be responsible for administering the terms of the debt instrument on behalf of the Depositor's Account. Should the Note Servicing Agent ever become unwilling or unable to perform the duties outlined in the Note Servicing Agent Agreement, then the Depositor understands and agrees that all duties of the Note Servicing Agent shall revert to the Depositor until a successor Agent is named. The Custodian will not act as a Note Servicing Agent, i.e., the Custodian does not monitor the Depositor's account to ensure receipt of note payments, notify the Depositor in the event of default, prepare or compute payoff balances, prepare or file Form 1098, etc.
 - e) The Custodian is responsible for safekeeping only those documents which the Depositor or the Depositor's agent deliver to the Custodian.
 - f) The Depositor agrees to be responsible for any and all collection actions, including contracting with a collection agency or instituting legal action, and bring any other suits or actions which may become necessary to protect the rights of the account as a result of the operation or administration of the investment(s).
 - g) Once the Depositor or the Depositor's agent authorize funds to be distributed from the Depositor's account for purposes of investment, the Depositor agrees to be responsible for the following:
 - verifying that the individual or investment company that the Depositor selected placed the Depositor's funds into the proper investment;
 - ii. obtaining the necessary documentation from the individual or investment company to verify that the funds are correctly invested, including, but not limited to, shares or units, proper recordation, loan to value ratio, etc.; and
 - iii. sending the original documentation evidencing the investment to the Custodian or, in the case of a promissory note investment, to a third-party servicing agent. The Custodian will not monitor the account to ensure receipt of such documentation and will rely solely on the Depositor to provide this information.
- 6.8 **Prohibited Transactions:** The Depositor acknowledges and agrees that the Custodial Account is subject to the provisions of section 4975 of the Code which defines certain prohibited transactions. The Depositor acknowledges and agrees that the Custodian shall make no determination as to whether any transaction or investment in the Custodial Account is prohibited under sections 4975, 408(e) or 408A of the Code, or under any other state or federal law. The Depositor understands that should the Custodial Account engage in a prohibited transaction and depending on the type of prohibited transaction, certain assets of the Custodial Account will be deemed to have been distributed and will be subject to taxes as well as possible penalties. The Depositor agrees that the Depositor will consult with a tax and/or legal professional of the Depositor's choice to ensure that none of the investments in the Custodial Account will constitute a prohibited transaction and that the investments in the Custodial Account comply with all applicable federal and state laws, and/or regulations. The Custodian shall bear no responsibility for determining any investment directed by the Depositor is complaint with any applicable regulations, federal, state and/or local laws.

i.



The Depositor understands and acknowledges that the Plan can lose its exemption from federal income tax if the Depositor and/or the Depositor's beneficiary engages in a "Prohibited Transaction." If any other "Disqualified Person" engages in a Prohibited Transaction with The Plan, the Disqualified Person will be subject to an excise tax equal to 15% of the amount involved each year until the transaction is corrected.

A Disqualified Person may be any of the following:

- (a) The Depositor, (as the owner of the plan);
- (b) A member of the Depositor's family (i.e., the Depositor's spouse, ancestors, lineal descendants and their spouses);
- (c) The Custodian of the plan;
- (d) Any person providing services or is a fiduciary to the plan;
- (e) Any corporation, partnership, trust, or estate in which the Depositor owns (either directly or indirectly) 50% or more; and/or
- (f) An officer, director, shareholder holding 10% or more, or highly compensated employee of the 50% or more owned entity described above.

The above list is for reference purposes only and the Depositor acknowledges and agrees to review IRS Code Section 4975(e) for the complete definition of "Disqualified Person."

The term Prohibited Transaction means any direct or indirect:

- (a) sale or exchange, or leasing, of any property between a plan and a Disqualified Person;
- (b) lending of money or other extension of credit between a plan and a Disqualified Person;
- (c) furnishing of goods, services, or facilities between a plan and a Disqualified Person;
- (d) transfer to, or use by or for the benefit of, a Disqualified Person of the income or assets of a plan;
- (e) act by a Disqualified Person who is a fiduciary whereby he deals with the income or assets of a plan in his own interest or for his own account; or (f) receipt of any consideration for his own personal account by any Disqualified Person who is a fiduciary from any party dealing with the plan in
- connection with a transaction involving the income or assets of the plan.

The above list is for reference purposes only and the Depositor acknowledges and agrees to review IRS Code Section 4975(c) for the complete definition of "Prohibited Transaction."

If the Custodial Account loses its tax exemption because of a prohibited transaction, the fair market value of the Custodial Account assets (net of any nondeductible contributions remaining in the Custodial Account) as of the first day of the year of the transaction must be included in the Depositor's gross income for the taxable year in which the loss of exemption occurs. If this takes place before the Depositor has attained age 591/2, the Depositor will also be subject to the 10% premature distribution penalty tax on the amount so included in gross income unless there is an applicable exception. If the Depositor pledges any part of The Plan as security for a loan, the part so pledged will be treated as a distribution in the taxable year in which the pledging occurs and will be taxed accordingly.

- 6.9 Unrelated Business Income Tax: The Depositor acknowledges and agrees that the Custodial Account is subject to the provisions of Internal Revenue Code Sections 511-514 relating to Unrelated Business Taxable Income (UBTI) of tax-exempt organizations. If the Depositor directs the Custodian to make an investment in the Custodial Account which generates UBTI, the Depositor agrees to prepare or have prepared the required IRS Form 990-T tax return, an application for an Employer Identification Number (EIN) for the Custodial Account (if not previously obtained), and any other documents that may be required, and to submit them to the Custodian for filing with the Internal Revenue Service at least ten (10) days prior to the date on which the return is due, along with an appropriate directive authorizing the Custodian to execute the forms on behalf of the Custodial Account and to pay the applicable tax from the assets in the Custodial Account generate UBTI; has no duty to and does not monitor whether or not the Custodial Account has incurred UBTI; and does not prepare Form 990-T on behalf of the Custodial Account.
- 6.10 **Disclosures and Voting:** The Custodian, where requested by the Depositor in writing, shall deliver, or cause to be executed and delivered, to the Depositor all notices, prospectuses, financial statements, proxies and proxy soliciting materials relating to assets credited to the account. The Custodian shall not vote any shares of stock or take any other action, pursuant to such documents, with respect to such assets except upon receipt from the Depositor to the Custodian of written instructions acceptable to the Custodian. Nothing in this provision releases Depositor of Depositor's obligation to monitor any and all assets in Depositor's Account, and Depositor does hereby agree to release, defend, indemnify and hold harmless the Custodian from any and all liability, claims, damages, actions, costs, expenses (including, without limitation, all reasonable attorneys' fees) arising from or related to the delivery of documents by Custodian under this paragraph of the Agreement.
- 6.11 **Miscellaneous Expenses:** In addition to those expenses set out in Article VIII, section 5.8 of this Agreement, the Depositor agrees to pay any and all expenses incurred by the Custodian in connection with the Custodial Account, including expenses of preparation and filing any returns and reports with regard to UBTI, including taxes and estimated taxes, as well as any transfer taxes incurred in connection with the investment or reinvestment of the assets of the Custodial Account. The Custodian, in its sole discretion, and at the Depositor's expense, may request a taxpayer identification number for the Custodial Account, file any returns, reports, and applications for extension, and pay any taxes or estimated taxes owed with respect to the Custodial Account. The Custodian may retain suitable accountants, attorneys, or other agents to assist it in performing such responsibilities.
- 6.12 Valuations: The assets in the Custodial Account shall be valued annually at the end of each calendar year in accordance with Section 408(i) and other guidance provided by the IRS, and that the total value of Depositor's Account will be reported to the IRS on Form 5498 each year. However, the Custodian retains the right to value the assets in the Custodial Account more frequently. In valuing the assets of the Custodial Account for record keeping and government reporting purposes, the Custodian will ascertain the fair market value of each investment, where such valuation is readily ascertainable, through utilizing various third-party pricing sources and designated valuation agents. However, the Custodian does not guarantee the accuracy of prices obtained from these sources. Where assets are illiquid, or their value is not readily ascertainable on either an established exchange or generally recognized market, the valuation is by necessity not a true market value and is merely an estimate of value, and the Depositor agrees not to rely on any such valuation limited partnerships, limited liability companies, privately held stock, real estate investment trusts, hedge funds, real estate, secured and unsecured promissory notes, and any other investments as the Custodian shall designate, by no later than the following January 31stth. If the Custodian does not receive a current year end fair market value by the following January 31st for any such investment, the Custodian may, within its sole discretion take appropriate actions to receive the fair market value form an independent third party that specializes in valuation, paying the cost of such valuation from the Equivily is beneficiary(ies) if liquid investments in the Custodial Account are otherwise insufficient. Unless the



Custodian has received a written fair market valuation to the contrary, promissory notes and privately offered corporate debt will have valuations reflected at the face value shown on the original note or debt instrument, or if the note is subject to an amortization schedule and the amortization schedule has been provided to the Custodian by the Depositor, valuation may be shown at the principal amount shown on the amortization schedule as of the end of the previous year. For those custodial assets where fair market value is not readily ascertainable, the Depositor agrees that the Depositor will provide to the Custodian a qualified independent appraisal of the asset. If the Depositor does not provide such an appraisal, the Custodian may report the asset's value at its last known fair market value or at its acquisition cost. The Depositor shall have no recourse against the Custodian for any damages arising from and/or related to such valuation. The Depositor, and upon the Depositor's death, the Depositor's beneficiary(ies), agree to indemnify and hold harmless the Custodian from any and all losses, expenses, settlements, or claims with regard to investment decisions, distribution values, tax reporting or any other financial impact or consequence arising from or arising from the valuation of assets in the Custodial Account.

6.13 Insurance, Tax and Other Payments: The Depositor bears sole responsibility for obtaining insurance coverage for the assets in the Custodial Account. The Custodian shall not bear or assume any responsibility to notify the Depositor or to secure or maintain any fire, casualty, liability or other insurance coverage, including but not limited to title insurance coverage, on any real or personal property owned in the Custodial Account or on any property which serves as collateral under any mortgage, deed of trust, or other security instrument with respect to any promissory note or other evidence of indebtedness in the Custodial Account. The Depositor acknowledges and agrees that it is the sole responsibility of the Depositor to decide what insurance is necessary or appropriate for any investment in the Custodial Account, and to direct the Custodian in writing (on a form acceptable to the Custodian) to pay the premiums for any such insurance. The Custodian shall not be responsible for notification or payments of any real estate taxes, homeowners' association dues, utilities or other charges with respect to any investment held in the Custodial Account unless the Depositor specifically directs the Custodian to pay the same in writing (on a form acceptable to the Custodian) within a sufficient period of time for such direction to be accomplished in accordance with the Custodian's normal business practices, and sufficient funds are available to pay the same from the Custodial Account. The Depositor acknowledges and agrees that it shall be the Depositor's responsibility to provide to the Custodian and/or to ensure that the Custodian has received any and all bills for insurance, taxes, homeowners' dues, utilities or other amounts due for assets held in the Custodial Account. Furthermore, the Depositor agrees that it shall be the Depositor's responsibility to determine that payments have been made by verifying the payments on the Depositor's Custodial Account statements. The Depositor shall bear any, and all risk associated with the failure to obtain and/or maintain proper insurance coverage to protect the assets of the Custodial Account and/or fees and penalties associated with the Depositor's failure to pay taxes or other payments related to the assets of the Custodial Account.

Article X Miscellaneous Provisions

7.1 Electronic Communications, Signatures, and Records: Subject to any limitations contained in Treasury Regulation section 1.401(a)-21 and any other applicable federal or state law or regulation, the Depositor acknowledges and agrees that the Custodial Account shall be subject to the provisions of the Uniform Electronic Transactions Act, as passed in the state where the Custodian is organized (South Dakota Codified Law Sections 53-12 et. seq.), and the federal Electronic Signature in Global and National Commerce Act (ESIGN Act, as contained in 15 U.S.C. 7001), as those laws pertain to electronic communication, electronic signatures, and electronic storage of Custodial Account records. In lieu of the retention of the original records, the Custodian may cause any, or all, of its records, and records at any time in its custody, to be photographed or otherwise reproduced to permanent form, and any such photograph or reproduction shall have the same force and effect as the original thereof and may be admitted in evidence equally with the original.

7.2 Applicable Law; Waiver; Venue and Arbitration:

- a) This Agreement is subject to all applicable federal laws and regulations and shall be governed by and construed under the applicable laws of the state of South Dakota. The laws of the State of South Dakota shall govern any procedural matters, excluding any applicable limitation period.
- b) EACH PARTY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY PROCEEDINGS RELATING TO THIS AGREEMENT OR ANY PERFORMANCE OR FAILURE TO PERFORM OF ANY OBLIGATION HEREUNDER.
- c) The Depositor agrees that any claim or cause of action against the Custodian, arising out of or relating in any way to this Agreement or the Custodian's role as custodian, must be file within one (1) year after the claim or cause of action accrued, or the shortest duration permitted under applicable law if such period is greater than one (1) year. The Depositor agrees to waive any statute of limitation to the contrary. The Depositor further agrees that the Custodian shall not be liable for special, indirect, consequential or punitive damages, and the Depositor agrees to waive any such claims or damages against the Custodian to the maximum extent permitted by applicable law. The Depositor agrees that any action filed against the Custodian, arising out of or relating in any way to this Agreement or the Custodian's role as the Custodian, shall be exclusively brought in the county courts of Minnehaha County, South Dakota or in the U.S. District court for the Second Circuit of South Dakota Southern Division-Sioux Falls, and the Depositor agrees to submit to the jurisdiction of these courts both in connection with any such action the Depositor, or the Depositor's beneficiaries may file and in connection with any action which the Custodian may file against the Depositor's beneficiaries.
- d) MANDATORY ARBITRATION: Any dispute, claim or controversy arising out of or relating to this Agreement or the Custodial Account or the breach, termination, enforcement, interpretation or validity thereof, including the determination of the scope or applicability of this Agreement or the Custodial Account to arbitrate, shall be determined by binding arbitration in Sioux Falls, South Dakota before a former judge. The arbitration shall be administered either by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures or at the sole discretion of the Custodian by an arbitrator, who is a former judge, acceptable to the Custodian pursuant to its rules that shall govern. Judgment on the Award may be entered in any court having jurisdiction. This clause shall not preclude parties from seeking provisional remedies in aid of arbitration from a Court of appropriate jurisdiction. Allocation of Fees and Costs: The arbitrator may, in the Award, allocate all or part of the costs of the arbitration, including the fees of the arbitrator and the reasonable attorneys' fees of the prevailing party.
- 7.3 **Severability:** If any provision of this Custodial Account Agreement is found to be illegal, invalid, void or unenforceable, such provision shall be severed and such illegality or invalidity shall not affect the remaining provisions which shall remain in full force and effect. Neither the Depositor's or the Custodian's failure to enforce, at any time or for any period of time, any of the provisions of this Agreement shall be construed as a waiver of such provisions, or the Depositor's right or the Custodian's right to enforce each and every such provision
- 7.4 **Telephone Recording Acknowledgment of and Authorization for Telephone Recordings:** The Custodian reserves the right to install and/or maintain automatic telephone recording equipment on telephone lines used by personnel servicing the Custodial Account. By signing this Agreement, the Depositor acknowledges the Custodian's rights and expressly authorize the Custodian to record, play back and use for the Custodian's interest any and all telephone calls between the Depositor, the Depositor's agents and/or designated beneficiaries and the Custodian.



- 7.5 **Nonbank Trustee Provision:** If the Custodian is a nonbank Trustee, the Depositor shall substitute another custodian or trustee in place of the Custodian upon receipt of notice from the Commissioner of the Internal Revenue Service or his delegate that such substitution is required because the Custodian has failed to comply with the requirements of Income Tax Regulations Section 1.408-2(e), or is not keeping such records, making such returns, or rendering such statements as are required by applicable law, regulations, or other rulings. The successor trustee or custodian shall be a bank, insured credit union, or other person satisfactory to the Secretary of the Treasury pursuant to Section 408(a)(2) of the Code. Upon receipt by the Custodian of written acceptance by its successor of such successor's appointment, the Custodian shall transfer and pay over to such successor the assets of the account (less amounts retained pursuant to Article VIII of this Agreement).
- 7.6 Publicly-Traded Securities: If publicly-traded securities are to be included in the Depositor's Custodial Account, orders shall be executed through a securities broker/dealer registered under the Securities Exchange Act of 1934 and designated by the Depositor upon such form as the Custodian may require. Any brokerage account maintained in connection herewith shall be in the Custodian's name as the custodian of the Depositor's account. The Custodian shall be authorized to honor transactions within the brokerage account without obligation to verify prior authorization of same by the Depositor. Any cash received by the brokerage account, whether as income or proceeds of transactions, may be held by the brokerage account pending directions, and the Custodian shall have no obligation to direct the broker to remit such cash until directed to do so by the Depositor, in writing, but may receive remittances without direction if the same are made by the broker. Investments outside the brokerage account shall be made in accordance with the other provisions of this Agreement. Any brokerage account, reimburse the Custodial Account for such commissions. Commissions or other fees may be received by the Custodian and/or the Custodian's affiliates from third parties for assistance in performing certain services for the Depositor's Account.
- 7.7 **Notices and Method of Notice:** All notices required under this Agreement must be in writing, signed by a person duly authorized to provide such notice and delivered by one of the following methods: (i) personal delivery, (ii) a nationally-recognized, next-day courier service, with signature of recipient required, (iii) first-class registered or certified mail, postage prepaid, (iv) facsimile/fax or (v) electronic mail to the party's address specified as follows:

(a) If to Depositor – Notice shall be provided to the address, fax and/or email provided by the Depositor on the Depositor's Application unless a different address is provided by the Depositor in writing to the Custodian.

(b) If to Custodian – Notice shall be provided to New Vision Trust Company, a State Chartered South Dakota Trust, East 8th Street, Suite 200R, Sioux Falls, South Dakota, 57103, with a copy mailed to Administrator, American IRA, LLC at 135 Broad Street, Asheville, NC 28801.

Notice shall be deemed effective (a) upon receipt, (b) when delivered in person, (c) upon confirmation of receipt when transmitted by facsimile transmission or by electronic mail (d) upon delivery where dispatch by registered or certified mail, postage prepaid or (e) on the next Business Day if transmitted by national overnight courier with confirmation of delivery.

- 7.8 **Counterparts:** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Furthermore, signatures delivered via facsimile or E-mail shall have the same force and effect as the originals thereof.
- 7.9 **Entire Agreement:** This Agreement sets forth the entire agreement between the Parties and supersedes any prior agreements between the Parties pertaining to the subject matter of this Agreement, including the Contract.
- 7.10 **No Representations:** The Depositor acknowledges that, except as expressly set forth herein, no representations of any kind or character have been made by the Custodian and/or the Custodian's agents, and/or representatives to induce the execution of this Agreement.
- 7.11 **No Modification:** No modification of the terms of this Agreement shall be effective unless in a writing signed by the Custodian.
- 7.12 USA Patriot Act Notice: IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT UNDER THE USA PATRIOT ACT OF 2001. To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for Depositor: When Depositor opens an account, Custodian will ask for Depositor's name, address, date of birth, and other information that will allow us to identify you. Custodian will also ask to see a photo-bearing, governmentissued identification, such as driver's license, military, passport, veteran or similar ID.



PROTOTYPE SEP DISCLOSURE STATEMENT

INFORMATION FOR THE EMPLOYEE

The information provided below explains what a Simplified Employee Pension (SEP) plan is, how contributions are made, and how to treat your employer's contributions for tax purposes. Please read the questions and answer carefully. For more specific information, see the Prototype SEP Plan document and Adoption Agreement executed by your Employer. Also, see IRS Publication 560.

QUESTIONS & ANSWERS

- Q1 What is a Simplified Employee Pension, or SEP?
- A1 A SEP is a written arrangement (a plan) that allows an employer to make contributions toward your retirement. Contributions are made to a traditional individual retirement account/annuity (IRA).

Your employer will provide you with a copy of the agreement containing participation rules and a description of how employer contributions may be made to your IRA.

All amounts contributed to your IRA by your employer belong to you even after you stop working for that employer.

- Q2 Must my employer contribute to my IRA under the SEP?
- A2 No. An employer is not required to make SEP contributions. If a contribution is made, it must be allocated to all the eligible employees according to the SEP agreement. The Prototype SEP Plan specifies that the contribution for each eligible employee will be the same percentage of compensation (excluding compensation higher than a specified dollar limit that is subject to cost-of-living adjustments) for all employees. The compensation limit is:

2006	\$220,000
2007	\$225,000
2008	\$230,000
2009	\$245,000
2010	\$245,000
2011	\$245,000
2012	\$250,000
2013	\$255,000
2014	\$260,000
2015	\$265,000
2016	\$265,000
2017	\$270,000

- Q3 How much may my employer contribute to my SEP IRA in any year?
- A3 Your employer will determine the amount to be contributed to your traditional IRA each year. However, the amount for any year is limited to the smaller of \$40,000 or 25% of your compensation for that year. The \$40,000 maximum SEP contribution limit is subject to cost-of-living adjustments. Compensation does not include any amount that is contributed by your employer to your traditional IRA under the SEP. Your employer is not required to make contributions every year or to maintain a particular level of contributions. See Question 5. The SEP contribution limit is:

2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016	\$44,000 \$45,000 \$49,000 \$49,000 \$49,000 \$50,000 \$51,000 \$52,000 \$53,000 \$53,000
2016 2017	\$53,000 \$54,000

- **Q4** How do I treat my employer's SEP contributions for my taxes?
- A4 Employer contributions to your SEP IRA are excluded from your income unless there are contributions in excess of the applicable limit. See Question 3. Employer contributions within these limits will not be included on your Form W-2.
- **Q5** May I also contribute to my IRA if I am a participant in a SEP?
- A5 Yes. You may contribute the smaller of the annual regular IRA contribution limit or 100% or your compensation to an IRA. However, the amount you can



deduct may be reduced or eliminated because, as a participant in a SEP, you are covered by an employer retirement plan. See Question 11.

- Q6 Are there any restrictions on the IRA I select to have my SEP contributions deposited?
- A6 Contributions must be made to either a Model traditional IRA executed on an IRS form or a master or prototype traditional IRA for which the IRS has issued a favorable opinion letter.
- Q7 What if I do not want to participate in a SEP?
- A7 If your employer does not require you to participate in a SEP as a condition of employment, and you elect not to participate, all other employees of your employer may be prohibited from participating. If one or more eligible employees do not participate and the employer fails to establish a SEP IRA for the remaining eligible employees, it could cause adverse tax consequences for the participating employees.
- Q8 Can I move funds from my SEP IRA to another traditional IRA?
- A8 Yes. You can withdraw or receive funds from your SEP IRA if within 60 days of receipt, you place those funds in the same or another traditional IRA or SEP IRA. This is called a "rollover" and can be done without penalty only once in any 1-year period. However, there are no restrictions on the number of times you may make "transfers" if you arrange to have these funds transferred between the trustees or the custodians so that you never have possession of the funds.
- Q9 Can I move my funds from my SEP IRA to another employer plan?
- A9 Yes. Beginning with distributions received in 2002, you may also roll over to a qualified plan (under section 401(a)), a qualified annuity, a 403(b) taxsheltered annuity or custodial agreement, or an eligible 457(b) plan of a state or local government.
- Q10 Are there any restrictions to rollovers from my IRA?
- A10 Yes. You may not roll over to an employer plan (See Question 9) any basis in your IRA. Basis includes nondeductible IRA contributions, after-tax monies that were rolled into the IRA from an employer plan, or repayments of qualified reservist distributions.
- Q11 What happens if I withdraw my employer's contribution from my IRA?
- A11 You may withdraw your employer's contribution at any time, but any amount withdrawn is includible in your income unless rolled over. Also, if withdrawals occur before you reach age 59%, you may be subject to an additional tax on early withdrawal.
- Q12 Are there any restrictions in withdrawing the funds in my SEP IRA?
- A12 You may withdraw the funds in your IRA at any time. However, a withdrawal from a certificate of deposit prior to maturity may result in a forfeiture of principal or interest. These penalties, as well as any fees which may be charged, are set forth in the IRA disclosure statement you received when you opened your account and/or any specific disclosure accompanying your certificate of deposit (including rules of class) or other investment.

An IRA with another institution may have different terms concerning transfers, withdrawals, rates of return, etc. It is possible that the terms offered at another institution may be more advantageous.

- Q13 May I participate in a SEP even though I am covered by another plan?
- A13 An employer may adopt this Prototype SEP in conjunction with any qualified plan, including a defined benefit plan. Also, if your employer maintained in the past a defined benefit plan, which is now terminated the employer may adopt this Prototype SEP.
- Q14 What happens if too much is contributed to my SEP IRA in one year?
- A14 Contributions exceeding the yearly limitations may be withdrawn without penalty by the due date (plus extensions) for filing your tax return (normally April 15), but are includible in your gross income. Excess contributions left in your SEP IRA account after that time may have adverse tax consequences. Withdrawals of those contributions may be taxed as premature withdrawals.
- Q15 Is my employer required to provide me with information about SEP IRAs and the SEP agreement?
- A15 Yes. Your employer must provide you with a copy of the executed SEP Plan agreement with Adoption Agreement and a yearly statement showing any SEP contributions to your traditional IRA.
- Q16 Is the financial institution where my traditional IRA is established required to provide me with information?
- A16 Yes. It must provide you with a disclosure statement that contains the following information in plain, nontechnical language.
 - (1) The law that relates to your traditional IRA.
 - (2) The tax consequences of various options concerning your traditional IRA.
 - (3) Participation eligibility rules, and rules on the deductibility of retirement savings.
 - (4) Situations and procedures for revoking your traditional IRA, including the name, address, and telephone number of the person designated to



- receive notice of revocation. This information must be clearly displayed at the beginning of the disclosure statement.
- (5) A discussion of the penalties that may be assessed because of prohibited activities concerning your traditional IRA.
- (6) Financial disclosure that provides the following information:
 - (a) Projects value growth rates of your traditional IRA under various contribution and retirement schedules, or describes the method of determining annual earnings and charges that may be assessed.
 - (b) Describes whether, and for when, the growth projections are guaranteed, or a statement of the earnings rate and the terms on which the projections are based.
 - (c) States the sales commission for each year expressed as a percentage of \$1,000.

In addition, the financial institution must provide you with a financial statement each year. You may want to keep these statements to evaluate your traditional IRA's investment performance.

See IRS Publication 590-A and 590-B, Individual Retirement Arrangements (IRAs), available at most IRS offices, for a more complete explanation of the IRA disclosure requirements.

In addition to this disclosure statement, the financial institution is required to provide you with a financial statement each year. It may be necessary to retain and refer to statements for more than one year in order to evaluate the investment performance of the traditional IRA and in order that you will know how to report traditional IRA distributions for tax purposes.



PROTOTYPE SEP CONTRIBUTION DISCLOSURE

WRITTEN ALLOCATION FORMULA

1. How much will my Employer contribute to my SEP IRA?

The Employer has agreed to provide contributions for the _____ Plan Year as follows (complete one):

- a). Fixed Percentage _____ % of each Participant's Compensation.
- b). Flat Dollar \$ _____ per Participant.
-] c). Contributions made by the Employer are integrated with Social Security. This means that in determining contributions made to your SEP IRA your Employer has taken into account Social Security taxes paid by the Employer on your compensation.
- 2. If #1 (c) is checked above, how will social security integration affect Employer contributions to my SEP IRA?

Employer contributions made on your behalf would be reduced by certain amounts being contributed on your behalf to the Social Security System, subject to strict guidelines under the Internal Revenue Code.

For more information on the effect of Social Security Integration in your particular situation, contact the individual named below.

ADDITIONAL INFORMATION

The Employer has designated ______ (insert Name & title) to provide additional information to participants about the Employer's SEP Plan.



PROTOTYPE SIMPLIFIED EMPLOYEE PENSION PLAN ADOPTION AGREEMENT

The undersigned Employer hereby establishes on the date indicated, the Sponsoring Organization's Prototype Simplified Employee Pension Plan and agrees that the following elections and terms shall be part of such Plan.

EMPLOYER INFORMATION

1. Name: _

2. Address:

3. Phone: ____

4.Contact Person: ____

PLAN INFORMATION

5. IRA Trustee/Custodian:

6. Sponsoring Organization: ____

7. Plan Year shall mean (check one):

a. The calendar year.

□ b. The 12-consecutive month period commencing on_____, and each anniversary thereof.

If the Employer maintains a SEP and desires to change to a year other than a calendar year, the provisions of Section 2.03(d) must be met.

ELIGIBILITY

8. All Employees of the Employer shall be eligible to participate under the Plan except:

a. Employees included in a unit of employees covered under a collective bargaining agreement described in Section 2.02(a) of the Plan.

b. Nonresident aliens described in Section 2.02(b) of the Plan.

□ c. Employees who are otherwise eligible but earn less than \$450 (as adjusted for cost of living increases) during the Plan Year for which the contribution is being made.

9. Each eligible I	Employee will be eligible to become a Participant after having attained age	(not to exceed age 21) and having worked for the
Employer	(not to exceed 3) years out of the immediately preceding 5 Plan	Years.

WRITTEN ALLOCATION FORMULA

10. The Employer shall contribute on behalf of each Participant for each Plan Year as follows (check one):

- b. Flat Dollar \$_____ per Participant (not to exceed \$40,000, as indexed.)
- C. Discretionary Employer Contribution: In each Plan Year, the Employer agrees to provide contributions on behalf of each Participant in the same proportion as such Participant's Compensation bears to all Participants' Compensation for such year.
- d. Integrated Formula (Check one (i) or (ii) and (iii), if applicable):
 - (i) Definite Integrated Formula: The Employer shall contribute to the Plan based on the following and in accordance with Section 3.04(a) of the Plan.

Base Contribution Percentage (BCP) - First an amount equal _____% (at least 3%) of each Participant's Compensation not in excess of the Integration Level; plus

Excess Contribution Percentage - An amount equal to _____% (at least 3% but not to exceed the BCP by more than the lesser of (a) the BCP, or (b) the Maximum Disparity Rate) of the Participant's Excess Compensation.

- (ii) Discretionary Integrated Formula: The amount of Employer contributions shall be determined by the Employer and allocated in accordance with Section 3.04(b) of the Plan.
- □(iii) The Integration Level is equal to: Taxable Wage Base; or _____% of the TWB (not to exceed 100%).
- In no event shall the Employer contributions indicated above exceed the lesser of 25% of each Participant's Compensation or \$40,000, as indexed.

INVESTMENT PROVISIONS			
11. The IRA accounts of each Participant shall be maintained and established with the:			
☐ IRA Trustee/Custodian. named above. OR	A Trustee/Custodian of each Participant's choice.		



SIGNATURES

Employer:	Trustee:
By (Authorized Signature):	By (Authorized Signature):
Date:	Date: