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COMPLIANCE CALENDAR

Sponsor Tasks:

- **4/1** — If previously requested by the plan participant, Transamerica will issue trustee authorized RMD² payments to participants who turned 70 ½ or retired in 2009.
- **4/15** — Deadline for 402(g) excess deferral refunds. This date applies to all 401(k) plans regardless of anniversary date.

FEEDBACK

Please send your feedback and suggestions to
sponsorconnect@transamerica.com.

Welcome to the March 2010 edition of Transamerica Retirement Services¹ *Sponsor E-News*.

We want to take a moment to thank you, because almost every one of you has already submitted your annual census data online. We appreciate your use of our Web site, and hope you appreciate just how valuable online services can be when it comes to managing your plan.

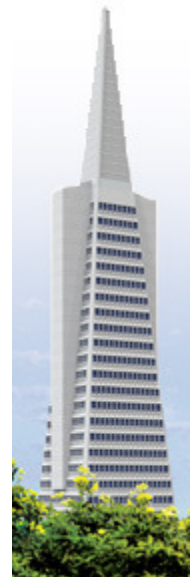
You might want to rediscover how our online Payroll Validator can offer you greater efficiency and accuracy when submitting your participant contributions.

You can see a preview of the exciting, new changes we've made to our *Worth A Look* participant newsletter. Now your participants will have access to timely and informative content provided by the editors of *SmartMoney* and *The Wall Street Journal Magazine*. *Worth A Look* will continue to provide ongoing investment education to help your participants plan for a successful retirement.

We are pleased to announce that for the fifth consecutive year, Transamerica's sponsor and participant Web sites have earned DALBAR, Inc.'s prestigious Seal of Excellence for Communications.

Don't miss this edition's *Monthly Market Insight* for up-to-date financial information, and some valuable input regarding the importance of rebalancing portfolios.

Finally, we'd like to shed some light on "signing authority" as it pertains to Form 5500 filing. Because this filing may now only be remitted electronically, the specifics of this submission are more important than ever.



Compliments of
 Sponsor Connect
 (866) 498-4557

Successful Compliance Testing Season!

Congratulations. According to our records, the vast majority of our sponsors used Transamerica's Web site to submit their annual census data. The convenience of submitting your annual census data online helps make it possible for us to complete your annual testing in a timelier manner.

On behalf of the entire Transamerica Retirement Services team, we thank you for your efforts and look forward to partnering with you as we continue to provide best-in-class service.



E-Services at Your Fingertips: Benefits of the Payroll Validator

Using Transamerica's Payroll Validator is an easy and efficient way to submit your participants' contributions. The Payroll Validator is also a great tool help you improve the accuracy of your participant contribution processing.



Our online Payroll Validator provides you ...

1. Validation of your file against the recordkeeping system and immediate notification of errors, including:
 - Participants who are missing investment elections
 - Invalid social security numbers
 - Loan repayments submitted for a participant without an outstanding loan
 - Loan repayments exceeding outstanding loan balance
2. The ability to use forfeiture balance towards the contribution submitted
3. Onscreen verifications including:
 - Confirmation number verifying the upload of your payroll file
 - If ACH is your selected funding method, you will be notified of the date in which your account will be debited for the contribution amount submitted.
 - If check or wire is your selected funding method, your payroll file will be processed once the funding is received.
4. Email confirmation that your file has been received will include:
 - Receipt date
 - Confirmation number verifying the upload of your payroll file
 - Current pay period contribution totals by money source
 - Current pay period contribution grand total

Submitting a file via the Payroll Validator is a simple process:

- Login to www.TA-Retirement.com using your Plan Sponsor User ID and password
- Select "Plan Administration"

- Select "Payroll Contributions"
- Hyperlinks can guide you to our approved Excel template
- Enter required information on the screen, including the full path name of your payroll file

After you have verified that the information entered is correct, click the upload button.

You can also review the online tutorial available on our Web site at www.TA-Retirement.com. After login, click on "Sponsor Services" from the left menu, then "Tutorials," and finally "Payroll Validator."

INFORMATION

A New Look in 2010: *Worth A Look*

Our quarterly participant newsletter, *Worth A Look*, has been refreshed! Starting this month, participants will enjoy an exciting new look, along with timely content from the editors of *SmartMoney* and *The Wall Street Journal Magazine*. We've also gone green by reducing paper consumption by 50%.

We remain focused on helping your employees plan for a successful retirement. We hope you like these improvements and look forward to your feedback. [Here's a preview](#) of the updated participant newsletter, which will be sent out with the March 31 quarterly statements.

INFORMATION

DALBAR Seal of Excellence: Fifth Consecutive Year

For the fifth consecutive year, Transamerica Retirement Services' sponsor and participant Web sites were awarded the prestigious Seal of Excellence for Communications from DALBAR, Inc. The Seal is awarded for outstanding communications that effectively and efficiently meet the needs of sponsors and participants.

In a press release issued by DALBAR, the organization recognized Transamerica's participant Web site for such features as its ability to let participants modify many aspects of their account online, the site's inclusion of extensive details describing the employer's 401(k) plan (allowing for a thorough understanding of the plan's benefits), and a "Help" section that ensures participants are able to take full advantage of their online access to the plan.



DALBAR also highlighted features of Transamerica's plan sponsor Web site, including access to a wide range of resources to help sponsors administer a company's plan electronically, the site's ability to help sponsors manage compliance activities online (including submitting compliance data and reviewing testing results when available), and the fact that the site allows sponsors to perform a wide variety of functions on behalf of participants.

DALBAR, Inc. is the one of the nation's leading financial services market research firms.

INFORMATION

Monthly Market Insight

The Dow Jones Industrial Average has risen to 10895.86 from its low last March of 6,626.94. Our affiliate, Diversified Investment Advisors, offers additional information in this [current market update](#) for the week ending March 26, 2010.



As markets rise and fall, it's important for participants to rebalance their portfolios, so that their percentage allocations for stocks, bonds and cash stay on track with their retirement plan. Natixis Global Associates provides this [easy-to-understand illustration](#) regarding how portfolios need to be rebalanced to account for market shifts.

We hope that you will share this information with your participants to help provide them with ongoing investment education.

Diversified Investment Advisors is an affiliate of Transamerica. Natixis Global Associates and its affiliate, Loomis Sayles & Company, are not affiliated with Transamerica.

✓ LEGISLATIVE/COMPLIANCE

Defining "Signing Authority" for Form 5500

Transamerica is committed to helping you prepare for the upcoming mandatory electronic filing of your Form 5500. One of the most frequently asked questions has been "who is authorized to transact business on behalf of the plan?"



Signing Authority for Form 5500 (2009 E-Fast):

- Per IRS instructions and for purpose of Title 1 of ERISA, the Plan Administrator is required to file the Form 5500.
 - The plan administrator would be designated as the Plan Administrator in the Adoption Agreement (or the Basic Plan Document). Please note this role is held by an individual at your company and not Transamerica.
 - If the Plan Administrator is an entity (such as the Employer), a person that is "authorized" to sign on behalf of the Plan Administrator can sign electronically.
 - The Plan Administrator must obtain electronic signing credentials through www.efast.dol.gov.
- The Form 5500 can be signed by the Employer or the Plan Administrator; however any Form 5500 that is not electronically signed by the Plan Administrator will be subject to rejection and civil penalties under Title 1 of ERISA.

If you are unsure of who has signing authority for your plan, check with the preparer of your plan document. We will continue to provide updates on the Form 5500 electronic filing process in the months to come.

Endnotes

¹Transamerica Retirement Services ("Transamerica"), a marketing unit of Transamerica Financial Life Insurance Company ("TFLIC"), 4 Manhattanville Road, Purchase, New York 10577, and Transamerica Life Insurance Company ("TLIC"), 4333 Edgewood Road NE, Cedar Rapids, Iowa 52499, and other TFLIC and TLIC affiliates, specializes in the promotion of retirement plan products and services.

² RMDs must commence no later than 4/1 of the year following the later of (a) the calendar year in which the participant attains age 70 1/2, or (b) if permitted by your plan, the calendar year in which a non-5% owner retires. However, if a participant is a 5% owner, the RMD must commence by 4/1 following the calendar year in which a

participant attains age 70 1/2 regardless of employment status. Participants who are non-5% owners may be entitled to defer payment until retirement if they are still employed at age 70 1/2 (if permitted by your plan). For RMD purposes, a 5% owner is anyone who owns more than 5% of the employer (including ownership due to family attribution rules).

