

Newkirk agrees to prepare and publish its QDIA Notice for the following Account. This form must be fully completed and must be received at Newkirk before the order will be processed.

Company Name: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Company Representative: _____

Special Instructions: _____

The following pages outline the data required to fulfill your order.

Newkirk agrees to use its best efforts to provide accurate copy in and processing of the Targeted Communications. If any error or omission does occur as a result of Newkirk's actions, Newkirk's liability under this agreement is strictly limited to replacement of the Targeted Communications at Newkirk's cost.

TERMS: NET 30 DAYS. 2% CHARGE PER MONTH (24% PER YEAR) ON BALANCES NOT PAID WITHIN 30 DAYS OF DATE OF INVOICE.

Accepted by: _____ Accepted by: _____

For Newkirk Products, Inc. ("Newkirk") For: _____

Dated: _____ Dated: _____

Shipping Information

- Please select one:
- Bulk Mail (fill out form below)
 - Home Mail (addresses from supplied participant file will be used)
 - In Envelopes
 - As Self-Mailers

Account Name: _____

Company Representative: _____

Shipping Address (No PO Boxes): _____

City: _____ State: _____ Zip: _____

15 Corporate Circle | Tel 518-862-3200 | E-mail info@newkirk.com
 Albany, NY 12203 | Fax 518-862-3355 | Website www.newkirk.com

Targeted Communications Setup Charges

- First Time Users \$600 (check box if company is first time user)

Newkirk imposes a one-time setup charge for access to its NewkirkOne Targeted Communications. This one-time step allows for customization on the provider level and facilitates shipping, billing, etc. Once configured, a paper-based provider can convert to an Internet-based provider by paying the difference between the two services. *Internet-based providers pay a one-time setup fee of \$2,500. Contact your sales representative for details.*

SmartSingles Pricing	
Participants	Unit Cost
1 - 999	\$1.45
1,000 - 1,999	1.15
2,000 - 4,999	.95
5,000+	.85
\$300 minimum charge. Add \$150 for plan sponsor's logo.	
Prices above include: Data Preparation; Processing and Lasereng; #10 Double Window Envelope; Folding; Inserting and Mailing Preparation.	
Pricing does NOT include: Postage or Shipping and Handling.	

Self-Mailers Pricing	
Participants	Unit Cost
1 - 999	\$.50
1,000 - 1,999	.45
2,000 - 4,999	.40
5,000+	.35
\$175 minimum charge. Add \$150 for plan sponsor's logo.	
Prices above include: Data Preparation; Processing and Lasereng; Folding; Tabbing and Mailing.	
Pricing does NOT include: Postage or Shipping and Handling.	

Sponsor Information

Short Name: _____

Long Name: _____

Abbreviation: _____
(optional)

Customer Number: _____
(optional)

First Name: _____ MI: _____ Last Name: _____

Title: _____

Address 1: _____

Address 2: _____

Address 3: _____

City: _____ State: _____ Zip: _____ Country: _____

E-mail: _____

Phone: _____ Fax: _____

Plan Information

Full Name of Plan: _____
(There is a 160-character maximum.)

Plan Number: _____
(There is a 20-digit maximum.)

Investment Direction

Investment Choices May Be Changed: (choose one)

Anytime

Monthly

Annually

Quarterly

Daily

Semi-annually

Other (if other, please indicate frequency): _____

Preferences

Obtaining Plan Information

Website available? Yes No

Website address: _____

QDIA Information

Notice Type: Initial Annual

Default Investment Type: Managed account Age-based/target maturity fund Balanced account

QDIA expense information, if managed account:

Default investment information as of date: _____

Are there fees/expenses/restrictions upon transfer from default fund? Yes No

If yes _____

Plan Investment Manager Information: _____

Plan Investments

Default Investment Type: All (same default investment applies to all participants) Range

If range, express range in terms of: Birth Year Retirement Year Age

Short-term default investment exists? Yes No

Short-term default investment name and ticker/CUSIP: _____
