

## **Quarterly Performance Reports and Cost Basis**

Shareholders Service Group offers you and your clients informative portfolio reports and cost basis reporting. You can select from the available services individually or combine them to meet the needs of your business and your clients. Cost basis and gain/loss reports can be shown on your clients' brokerage account statements and/or online for web access clients. You can also select either of two easy-to-read quarterly performance reports, which are available online in PDF format for you and your clients.

### **Cost Basis Service Features**

- Cost basis information is captured automatically with each trade
- Online maintenance screen to enter trades executed prior to initiating the service at SSG
- Detailed tax lot accounting for all positions, up to 50 tax lots per position
- Fixed income holdings show original and adjusted cost-basis, ratings, next call feature and yield to maturity
- Monthly statement shows unrealized gain/loss on each position
- Quarterly statement displays realized gain/loss information year-to-date
- A complete schedule of gains and losses for the current year-to-date and the prior calendar year is available online for advisors

### **Quarterly Performance Report Features**

- Choose from two levels of reporting detail, Basic or Enhanced (Samples attached)
- Performance information by position, asset class and account
- Detailed tax lots, with unrealized gains and losses
- Year-to-date realized gains and losses
- Asset allocation pie chart and performance measurement charts
- Online access to PDF format copies of reports for advisors

### **Performance Measurement Service Features**

- Performance information by month is displayed online for advisor to access
- Performance data is captured from the date the account is subscribed to the service
- Printable screens and charts may be printed locally by the advisor (samples attached)
- Reports can show performance by month-to-date and year-to-date
- Chart comparisons with major indexes
- Performance for many variable annuities is also captured

*To order, return the attached order form.*



9845 Erma Road, Suite 312  
 San Diego, CA 92131  
 Phone: (858) 530-1031  
 Fax: (858) 530-1820

**QPR & Cost Basis Fee Schedule**

		<b>Initial</b>
<b>Cost Basis on Statements with tax lots and realized and unrealized gain/loss reports on quarterly client statements.</b>	\$2.50 per account per quarter, charged in advance. All accounts under the advisor number are included.	
<b>Performance Measurement on NetxPro (available to advisor only). Includes cost basis on statements.</b>	\$9.00 per account per quarter, charged in advance, for all accounts under the advisor number. Includes Cost Basis Service above.	
<b>Basic Quarterly Performance Reports</b>	\$20 per account per quarter, charged in advance for all accounts under the advisor number. Includes Cost Basis on Statements & Performance Measurement.	
<b>Enhanced Plus Quarterly Performance Reports</b>	\$25 per account per quarter, charged in advance for all accounts under the advisor number. Includes Cost Basis on client statement & Performance Measurement.	

All accounts under the advisor number and new accounts introduced to SSG will be included in the Services selected. If cost basis does not come over in a transfer from a delivering firm it may be entered manually. Fees are charged per calendar quarter in advance for each account. Services automatically renew upon Service inception anniversary date for each account. Fees are not pro-rated and are not refundable after calendar quarter begins.

**Advisor Information**

**Advisory Firm Name** \_\_\_\_\_ **SSG Advisor ID #** \_\_\_\_\_

**Special Instructions** \_\_\_\_\_  
 \_\_\_\_\_

**Agreement**

The advisory firm named above has opened a Shareholders Service Group (SSG) Master Account, has executed the Master Account Agreement, and wishes to use the services indicated. The advisor is responsible for oversight, review, approval, and maintenance of all calculations and reports produced. Advisor agrees to indemnify and hold harmless SSG, its agents, officers, directors and employees for the services provided. In consideration of the services provided, advisor agrees to pay fees to SSG according to the prevailing fee schedule which is subject to change upon written notice. Advisor will make any required disclosures to clients, regulators or other interested parties as required regarding this service and the calculations used. Advisor will maintain a cash or money fund balance in the Master Account of at least \$1000 or sufficient to cover fees due, whichever is greater. Advisor agrees to pay minimum collection fee of \$35 and interest charges if cash is not available to pay fees when due.

\_\_\_\_\_  
*Authorized Signature*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*