



NOW YOU'RE IN CONTROL

SELF-DIRECTED SCHWAB PERSONAL
CHOICE RETIREMENT ACCOUNT* (PCRA)



TRANSAMERICA®

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YOUR ACCOUNT, YOUR WAY

PROHEALTH CARE

As your retirement plan provider, Transamerica is dedicated to providing the resources to help you create and maintain your investment strategy. To complement the investment options offered under your retirement plan, you may choose to open a Schwab Personal Choice Retirement Account® (PCRA).

A PCRA is a self-directed brokerage account that allows you to take charge of investing and select the individual investments you want. PCRA is designed for individuals who seek increased flexibility, more diversification, and a greater role in managing their retirement investments. By establishing a PCRA, you assume responsibility for controlling your investments. The Schwab PCRA is for knowledgeable investors who understand the risks associated with selecting their own investment choices and who are committed to staying invested for the long term.

A PCRA MAY BE APPROPRIATE FOR YOU IF:

- You have a sophisticated understanding of investment principles and the stock market
- You have the ability to research and monitor your investments
- You want to invest in a specific company or mutual fund outside of your plan's investment line up
- You are comfortable with the risk associated with making your own investment decisions
- You are willing to undertake any additional trading and maintenance costs that may apply

This guide provides general information and explains the procedures associated with establishing and maintaining your PCRA.

Through PCRA, you can access more than 8,700 no-load mutual funds from over 600 well-known fund families, including over 2,700 funds typically available only to institutional clients. Over 3,800 mutual funds are available with no-loads and no-transaction fees¹. Other investments also include individual stocks from all the major exchanges, bonds and other fixed income investments, CDs, and money market funds. All listed ETFs, stocks and base options on the U.S. exchanges are commission-free across all mobile, automated phone and web trading channels.

You can also use Schwab Stock Slices™, a service that lets you own fractional shares (slices) of any S&P 500® company for as little as \$5 each, even if their shares cost more. You can purchase up to 10 stock slices in a single transaction, and you can hold slices of as many S&P 500 companies in your portfolio as you want through multiple purchases.³



OPENING YOUR PCRA

1. Visit secure2.transamerica.com
2. Sign in to your account , click **Details** next to your plan, and go to the Messages box near the top of the page.
3. In the Messages box, click on “Schwab Personal Choice Retirement Account (PCRA)”, then click the link that appears on the following page.

Please make sure to record the Retirement Plan ID and Plan Access Code displayed on this page — you’ll need them for the next step!

4. Click “Sign Up With Schwab.” You’ll be directed to the Schwab site to complete the process.
 - From the Schwab site, enter the Retirement Plan ID, Plan Access Code from the prior page, your Social Security number, and click **Submit**.
 - Accept the disclosures, paperless application, and memorandum of understanding
 - Follow the steps to complete the online PCRA application
 - Once you click **Submit**, you will receive your account number instantly on the screen
 - To set up your PCRA for online access, go to schwab.com, click the **First Time Users** tab, and then the **Register** button

In a few days you will receive an account verification kit by mail containing:

- A confirmation of your PCRA account number
- Regulatory materials pertaining to your PCRA account
- Information on transaction fees and commissions that may apply

GETTING STARTED

You will receive a PCRA Welcome brochure containing information on making the most of your PCRA account, including how to research investments, place trade orders, and monitor your account.

Once your account is open, and Transamerica has received your Schwab account number, you'll be able to transfer assets from your Transamerica core account to your Schwab PCRA account.

In addition, you can use equity, mutual fund, exchange-traded fund, and fixed income screener tools on [schwab.com](https://www.schwab.com) to help you choose investments for your account.

PCRA RESOURCES ON SCHWAB.COM

On [schwab.com](https://www.schwab.com), you have access to a PCRA video, containing step-by-step instructions on researching, trading, and monitoring your PCRA. You can watch the video at [schwab.com/pcrahowto](https://www.schwab.com/pcrahowto).

You also have access to powerful proprietary research tools on [schwab.com](https://www.schwab.com), including Schwab Equity Ratings™ and the Schwab Mutual Fund OneSource Select List®. In addition, Schwab provides independent, third-party research from leading providers such as Credit Suisse, Argus Research, CFRA, Morningstar®, Reuters, and MarketEdge®.

IF YOUR ASSETS WERE TRANSFERRED FROM A SELF-DIRECTED BROKERAGE ACCOUNT

To allow in-kind transfers of your retirement plan assets to Schwab, a PCRA account has been opened for you by your employer. You will receive an Account Verification Kit from Schwab containing your new PCRA account number. Once you have received your Schwab PCRA account number, you will need to complete the online Limited Power of Attorney (LPOA) form in order to begin trading within your PCRA account.

You may also call Transamerica at **800-755-5801** for more information.

TRANSFERS

TRANSFERS FROM TRANSAMERICA TO YOUR PCRA

Direct contributions to your PCRA are not permitted. Money can be invested into your PCRA through a transfer initiated from your Transamerica account. Transamerica does not impose any charges on your transfer, but certain plan options may charge redemption fees on frequent trading, which could apply if you liquidate a fund with a redemption fee in order to fund your PCRA contribution.

The initial transfer minimum to your PCRA is \$1,000. The minimum for subsequent transfers is \$250. Any uninvested cash is automatically swept into a Schwab cash sweep* feature in your PCRA.

Transfer requests received by 4 p.m. ET will be processed the same day. Transfer requests received after 4 p.m. ET will be processed the next business day.

Direct transfers to your PCRA from certain stable value funds may be prohibited. To transfer from a stable value fund to your PCRA, you must first transfer to another available fund, and then transfer to your PCRA after 90 days. Please contact Transamerica to confirm which funds allow direct transfers to your PCRA.

Certain transfer restrictions may apply. Please contact Transamerica at **800-755-5801** or sign in to your account at [transamerica.com/portal](https://www.transamerica.com/portal) to verify any restrictions.

* Benefit plan sweep accounts are generally held at Charles Schwab Bank. Settled cash balances are swept to the bank after the close of business and begin earning interest on the following Business Day. A "Business Day" is any Monday through Friday that is not a Federal Reserve Bank or New York Stock Exchange holiday.

TRANSFERS FROM YOUR PCRA TO TRANSAMERICA

As a Transamerica plan participant, you may transfer assets from your PCRA to other investment choices available through your Transamerica Plan at any time, without minimums or transfer fees.

- If you have securities in your PCRA, you must first liquidate them. You can either do this online at **schwab.com** or by calling the PCRA Call Center at **888-393-PCRA (7272)** and providing the necessary information and instructions.
- When the trades settle, Schwab will then sweep your liquidated assets into a Schwab cash sweep feature in your PCRA
- Once the PCRA liquidation has been settled at Schwab, you can choose your desired allocation for the funds by signing in to your account at **transamerica.com/portal** or calling **800-755-5801**

Once the new allocation is confirmed, the assets will be transferred to your Transamerica account. Transfers initiated by 4 p.m. ET will be processed the same day. Transfers initiated after 4 p.m. ET will be processed the next business day.

LOANS

Loans are not available from a PCRA account. If your plan offers loans, you may have to liquidate funds in your PCRA and transfer them to Transamerica to fund your loan. Loans are processed by Transamerica within usual service time frames. Tax reporting information, if applicable, will be provided by Transamerica.

IF YOU NEED TO TRANSFER FROM YOUR PCRA TO HAVE SUFFICIENT ASSETS TO INITIATE A LOAN

- Call Schwab at **888-393-PCRA (7272)** to provide the instructions to liquidate all or a portion of your PCRA assets
- Schwab will then sweep your liquidated assets into a cash sweep feature in your PCRA
- Complete and submit the appropriate request form obtained from Transamerica as instructed (once the PCRA liquidation has been settled at Schwab)

DISTRIBUTIONS

Distributions are not available from a PCRA account. If your Transamerica account does not have enough for your distribution, you may have to liquidate funds in your PCRA and transfer them to Transamerica. Distributions are processed by Transamerica within usual service time frames. Tax reporting information, if applicable, will be provided by Transamerica.

IF YOU NEED TO TRANSFER MONEY FROM YOUR PCRA TO HAVE SUFFICIENT ASSETS FOR YOUR WITHDRAWAL

- Call Schwab at **888-393-PCRA (7272)** to provide the instructions to liquidate all or a portion of your PCRA assets for your withdrawal
- Schwab will then sweep your liquidated assets into a cash sweep feature in your PCRA
- Complete and submit the appropriate distribution request form obtained from Transamerica as instructed (once the PCRA liquidation has been settled at Schwab)



DISALLOWED PURCHASES

Investment in unlisted securities, margin trades, commodities, and options are prohibited. Furthermore, if your PCRA is held in a 403(b) plan, IRS regulations allow for only mutual fund investment choices. If you direct Schwab to purchase a disallowed investment, the trade will not be placed.

FEES

Transamerica may apply an annual fee for the PCRA that will be withdrawn from your Transamerica account and will appear on your Transamerica statement. This is in addition to any other Transamerica administrative fee, if applicable. Please contact Transamerica to verify any applicable PCRA fees.

Transaction fees and trading commissions are outlined in the Charles Schwab Pricing Guide for Retirement Plan Accounts schwab.com/cbrspricingguide provided in the welcome materials you receive from Schwab after opening your account. For any questions regarding the commissions and transaction fees that Schwab charges in your PCRA account, please call Schwab at **888-393-PCRA (7272)**.

STATEMENTS

Your periodic account statement from Transamerica will show the balance in your PCRA as of the last day of the period. Schwab will also provide transaction confirmations for any activity in your PCRA, as well as a monthly statement detailing account activity. If any transactions are still in process at the end of the statement period, the statement may not reflect these transactions.

NAME AND ADDRESS CHANGES

If you change your name or address, please submit separate notifications to your employer, Schwab, and Transamerica.

- Call Transamerica at **800-755-5801** with all name and address changes.
- Call Schwab at **888-393-PCRA (7272)** to indicate any changes

CLOSING YOUR PCRA

To close your PCRA, your PCRA assets must be liquidated and then transferred to Transamerica. For more information, see the "Transfers" and "Distributions" sections of this guide.

Please also remember to contact Transamerica to close your PCRA account to avoid additional charges in the future.

Put your knowledge to work.

Need help with your retirement strategy?



Visit: transamerica.com/portal/phc



Contact: 800-755-5801

Diversification does not assure a profit or protect against market loss.

This material is being provided for informational purposes only. It should not be viewed as an investment recommendation by Transamerica for customers or prospective customers. Customers seeking advice regarding their particular investment needs should contact a financial professional.

¹ For participants who utilize the Personal Choice Retirement Account (PCRA), the following fees and conditions may apply: Schwab's short-term redemption fee of \$49.95 will be charged on redemption of funds purchased through Schwab's Mutual Fund OneSource[®] service (and certain other funds with no transaction fee) and held for 90 days or less. Schwab reserves the right to exempt certain funds from this fee, including Schwab Funds[®], which may charge a separate redemption fee, and funds that accommodate short-term trading.

Trades in no-load mutual funds available through Mutual Funds OneSource service (including Schwab Funds) as well as certain other funds, are available without transaction fees when placed through schwab.com or our automated phone channels. Schwab reserves the right to change the funds we make available without transaction fees and to reinstate fees on any funds. Funds are also subject to management fees and expenses.

Charles Schwab & Co., Inc., member SIPC, receives remuneration from fund companies for record keeping, shareholder services and other administrative services for shares purchased through its Mutual Fund OneSource service. Schwab also may receive remuneration from transaction fee fund companies for certain administrative services.

² The standard electronic \$0 commission does not apply to over-the-counter (OTC) equities, transaction-fee mutual funds, futures, fixed-income investments, or trades placed directly on a foreign exchange or in the Canadian market. Options trades will be subject to the standard \$0.65 per-contract fee. Service charges apply for trades placed through a broker (\$25). Exchange process, ADR, and Stock Borrow fees still apply. See the Charles Schwab Pricing Guide for Retirement Plan Accounts for full fee and commission schedules.

³ Schwab Stock Slices is not intended to be investment advice or a recommendation of any stock. Investing in stocks can be volatile and involves risk including loss of principal. Investors should consider their individual circumstances prior to investing.

The "S&P 500[®] Index" is a product of S&P Dow Jones Indices LLC or its affiliates ("SPDJI"), and has been licensed for use by Charles Schwab & Co., Inc. ("CS&Co"). Standard & Poor's[®] and S&P[®] are registered trademarks of Standard & Poor's Financial Services LLC ("S&P"); Dow Jones[®] is a registered trademark of Dow Jones Trademark Holdings LLC ("Dow Jones"). Schwab Stock Slices is not sponsored, endorsed, sold or promoted by SPDJI, Dow Jones, S&P, or their respective affiliates, and none of such parties make any representation regarding the advisability of using Schwab Stock Slices or investing in any security available through Schwab Stock Slices, nor do they have any liability for any errors, omissions, or interruptions of the S&P 500 Index.

Settled cash balances are swept to one or more Affiliated Banks after the close of business and begin earning interest on the following Business Day. Interest is compounded daily and credited on the 15th of each month (or the following Business Day if the 15th is not a Business Day). A "Business Day" is any Monday through Friday that is not a Federal Reserve Bank or New York Stock Exchange holiday. Bank Sweep for Benefit Plans deposits are held at one or more FDIC-insured banks ("Affiliated Banks") that are affiliated with Charles Schwab & Co., Inc. ("Schwab"). Investment products and services (including unswept or intra-day cash, net credit or debit balances, money market funds, and assets held in a Schwab Personal Choice Retirement Account[®]) are not deposits or obligations of the Affiliated Banks, are subject to investment risk, are not FDIC insured, may lose value, and are not Affiliated Bank-guaranteed. The Affiliated Banks and Schwab are separate but affiliated companies and subsidiaries of The Charles Schwab Corporation.

Investors should consider carefully information contained in the prospectus, including investment objectives, risks, trading policies, charges, and expenses. You can request a prospectus by calling Schwab's dedicated PCRA Call Center at 888-393-PCRA (7272). You may also request a prospectus online at schwab.com/prospectus. Please read the prospectus carefully before investing.

Securities purchased through the PCRA are available through Charles Schwab & Co., Inc., Member SIPC. Transamerica Retirement Solutions and Charles Schwab & Co., Inc. are not affiliated companies.

Transamerica Investors Securities Corporation (TISC), member FINRA, 440 Mamaroneck Avenue, Harrison, NY 10528, distributes securities products.

Any mutual fund offered under the plan is distributed by that particular fund's associated fund family and its affiliated broker-dealer or other broker-dealers with effective selling agreements such as TISC. All Transamerica companies identified are affiliated, but are not affiliated with your employer.