



Fee Agreement and Estimated Time for Completion

PLEASE NOTE THE QDRO PROCESS TAKES APPROXIMATELY 3 MONTHS.

Below are the estimated times for each step in the qualification process.

Review parties' submitted court order, application, and account statement	1 day
Request Plan Procedures from Plan Administrator ("PA") and review	1 day
Draft preliminary order according to Plan Procedures	1 - 2 days
Submit preliminary order to PA for review and issuance of pre-approval letter	30 - 45 days
Revise order, if needed	1 day
Submit preapproved order to the court for the judge's review and filing	14 - 21 days
Submit the judge-signed order to the Plan Administrator for review and issuance of final approval/qualification	30 - 45 days

Services specifically not included are as follows:

- Calculations or valuations
- Providing legal, financial, or tax advice to either party
- Filing any enforcement action if one party refuses to cooperate

To begin:

Please email the following (4) required documents to reed@simplyqdros.com

1. Fee Agreement;
2. Application;
3. Court Order/Agreement; and
4. Recent Account Statement.

After receipt of the above documents, we will email the paying party(ies) a payment link. Upon payment, we will begin work.

TYPE OF RETIREMENT PLAN	FEE
DEFINED CONTRIBUTION PLANS 401(k), 403(b), 457(b), TSP, ESOP, etc. Fidelity System Orders - \$600	\$600 / \$750
PRIVATE & GOVERNMENT PENSIONS Private Employer Pension Plans State Pension Plans Federal Pensions - CSRS, FERS	\$850
MILITARY PAY ORDERS Higher \$950 fee is for an order that requires verification/calculation of "High-36"	\$850 / \$950
FILING & SUBMISSION FEE We will submit the order to the court for the judge's review, file the order, and submit the judge-signed order to Plan Administrator for final approval.	\$395

Please note that the Plan Administrator may charge a separate fees to review and process the order.

This agreement does not create an attorney-client relationship. We work as a neutral party to implement what the parties have previously agreed to within their Settlement Agreement and/or Divorce Decree.

Please type s/Name, or sign to accept the terms of this Fee Agreement.

_____ Party requesting QDRO

Date: _____