



City of Pasadena *SDBA FastFacts*

The Self Directed Brokerage Account (SDBA) is a separate and unique investment vehicle in The Hartford retirement program which provides a direct link with a Schwab Personal Choice Retirement Account™ (PCRA) brokerage account. **SDBA FastFacts** provides you a quick reference tool of the SDBA program parameters for The Hartford's program as well as questions you should ask yourself to determine if a Self Directed Brokerage Account is right for you.

What investment choices are available?

Through your Schwab self-directed PCRA, you can invest in:

- over 1500 mutual funds (including Schwab's Mutual Fund OneSource® with over 1,000 funds available with no loads or transaction fees)

Under The Hartford's retirement program, which is funded by a group variable annuity contract or a group variable funding agreement, you can also invest in any of the investment choices (referred to as "Core Accounts" hereafter) available under the contract.

How is Schwab's PCRA different from your Core Accounts?

There are three key differences between the Core Accounts and Schwab's PCRA:

- The Core Accounts are professionally managed by money managers whose sole job is to monitor and analyze the performance of the underlying securities.
- With the self-directed Schwab PCRA, you manage the investments you select.
- With the self-directed Schwab PCRA, you may be subject to additional fees by Schwab for buy/sell trading activities. Trading transaction charges do not apply to the Core Accounts.

The Hartford is The Hartford Financial Services Group, Inc. and its subsidiaries, including issuing company Hartford Life Insurance Company.

Is a Self Directed Brokerage Account right for you?

To see if a Self Directed Brokerage Account is an appropriate investment choice for your retirement plan account, you should ask yourself the following five questions.

Are you looking for additional investment choices for your retirement account?

With a Self Directed Brokerage Account, you can choose from an expanded universe of investments that will help you to further create a personalized retirement program portfolio.

Are you interested in and are you willing to dedicate the time to research, pick and maintain your investments?

While you already spend some time selecting how to invest within the Core Accounts, self-directing your own investments takes even more time - time to do the research, time to identify and choose from the broad array of investments available that fit your specific investment strategy, time to monitor their performance, and time to make the changes as you choose.

Through Schwab, you will have access to a variety of resources for information, help and guidance. To be most effective though, you should have a sound familiarity with investments, a developed personal interest in keeping up with the market and its trends, and the ability to stay focused on your long term goals.

Are you willing to incur additional costs for maintenance and trading?

You will need to monitor your investment expenses just as carefully as your returns.

Are you comfortable with risk?

All investments have some degree of investment risk. Your level of expertise and the amount of research information available on an investment will help you to develop and manage a high, moderate, or low risk strategy. It's up to you to choose the investment vehicles you feel best meet your objectives and match your risk profile.

Can you stay invested for the long-term?

A Self Directed Brokerage Account, like any retirement plan investment, should be a long-term commitment to help you to build a nest egg for the future. A Self Directed Brokerage Account may not be appropriate if you anticipate the need to get your money early or often, because frequent purchases and sales may result in excessive trading costs.

If you answered “yes” to all of these questions, then a Self Directed Brokerage Account may be right for you. With access to Schwab's numerous resources to help you make and execute investment decisions, Schwab's PCRA makes sense for the investment savvy individual who:

- Is looking for flexibility from a greatly expanded array of investments.
- Enjoys taking a greater role in selecting and monitoring investments to create a personalized retirement program.
- Is comfortable with risk within a long-term investment strategy.
- Is willing to incur the costs associated with the Self Directed Brokerage Account.

Details about enrolling in a Schwab PCRA

In order for you to enroll in PCRA, you must:

- Have a total account value in the Core Accounts of at least \$5,000.
- Complete and remit to The Hartford the enclosed enrollment forms.

Transfer Minimums:

- Initial Transfer: \$2,500
- Ongoing Transfers: \$1,000

Transfer Limits*:

Up to 50% of the overall Hartford retirement program may be transferred to a Schwab PCRA. A minimum balance of \$500 must be maintained at all times in the Core Accounts.

Transfers to the Core Accounts:

Transfers from the SDBA back to the Core Accounts will be applied to your current contribution allocations unless otherwise specified.

Withdrawals:

Withdrawals from the plan, which require a transfer from the Self Directed Brokerage Account will be at least a (3) three business day process from the date the request is received in good order at Hartford Life Insurance Company's Home Office in Simsbury, CT.

In the event of a transfer from the SDBA to the Core Accounts in order to make a withdrawal, the transferred assets will be applied to the General (Declared Rate) Account for distribution the following business day.

Good Order:

In "good order" includes that the Core Account balances are sufficient to meet the requested activity; as well as to maintain the overall transfer limits. This would include transfers to SDBA, withdrawal requests, minimum distribution requests, and other transfer activity. We will advise you if the transaction requested is not in good order as well as what actions you will need to take to achieve good order.

Pricing and Deadlines:

Assets transferred from the SDBA to any Core Accounts will be priced as of the date they are received at Hartford Life Insurance Company's Home Office in Simsbury, CT in good order by 4:00 pm Eastern Time on business days when market exchanges are open.

Processing Time:

Keep in mind that the time frame for transferring between your Core Accounts and your SDBA (regardless of whether to or from) could take **up to three (3) business days**.

* Subject to change.

Cash Sweep Account

All uninvested cash held in your Schwab PCRA will be automatically invested in the Schwab Money Market Fund. This default cash sweep account has been selected by your Plan Sponsor; you may keep this default money fund or select another once your Schwab PCRA is opened and funded.

Schwab PCRA investment restrictions*

Certain investment restrictions on your Schwab PCRA have been established by your Plan Sponsor, Schwab and The Hartford. They include:

- No investments in taxable or tax-exempt securities.
- No trading on margin and no trade-away trades (trades placed by another broker that settle at Schwab); no short sales.
- No investments in futures, commodities, precious metals, currencies or certificates of deposit.
- No option trading.
- No investments in collectibles or physical assets.
- No investments in foreign securities.
- No investments in tax-exempt municipal securities, non-registered, publicly traded limited partnerships, or not-DTC eligible securities.
- No investments into The Hartford Mutual Funds or any mutual fund offered through the group variable annuity contract or the group variable funding agreement.

Fees*

Schwab fees* for trades (buy/sell orders) are detailed in the enclosed Schwab Commission Schedule. Schwab transaction fees are deducted directly from your Schwab PCRA.

If it is necessary to liquidate a portion of the investments within your Schwab PCRA to cover this fee, the following liquidation order will be followed:

1. Cash (money market balances).
2. No-load, no transaction fee mutual funds (Mutual Fund OneSource® funds) in alphabetical order.
3. No-load mutual funds with transaction fees in alphabetical order.
4. Other investments, as allowed, in alphabetical order.

* Subject to change

Plan Sponsor Directed Self Directed Brokerage Account Liquidation

Under certain circumstances, your Plan Sponsor may direct The Hartford to authorize Schwab to liquidate all or a portion of your SDBA balance. The following conditions could force such a liquidation:

- A qualified domestic relations order (QDRO) that requires the division of your account due to a divorce.
- Contribution refunds necessary to satisfy IRS requirements.
- Payments of a deferred account balance at age 65 or 70 as mandated by your Plan.
- Payment of a mandatory distribution if your entire Retirement Savings Plan account is \$5,000 or less at termination of your employment.
- Maintenance of required Core Account minimum balances.
- Payment of related SDBA maintenance fees.
- Payment of your account to your beneficiary after your death.
- Discontinuance of The Hartford contract.

The following investment liquidation order will apply if it becomes necessary to liquidate a portion of the investments within your Schwab PCRA:

1. Cash (money market balances).
2. No-load, no-transaction fee mutual funds (Mutual Fund OneSource® funds) in alphabetical order.
3. No-load mutual funds with transaction fees in alphabetical order.
4. Bonds (treasuries first, then remaining bonds in alphabetical order)(if allowed).
5. Common and preferred stocks in alphabetical order (if allowed).
6. Other investments in alphabetical order (if allowed).

Convenience Services

Dollar Cost Averaging (DCA) Program

The Dollar Cost Averaging Program must be arranged for separately for the Core Accounts and the Schwab PCRA.

To make DCA arrangements for the Core Accounts, contact The Hartford. To make DCA, or Automatic Investment, arrangements for the Schwab PCRA, contact Schwab directly.+

* Continuous or periodic investment plans neither assure a profit nor protect against loss in declining markets. Because dollar cost averaging involves continuous investing regardless of fluctuating price levels, you should carefully consider your financial ability to continue investing through periods of fluctuating prices.

Systematic Withdrawal Program (“SWO”)

The Systematic Withdrawal Program is not currently allowed with the Self Directed Brokerage Account. This means that if you are currently receiving SWO payments, you are not eligible for a Self Directed Brokerage Account.

Further, if you have a Self Directed Brokerage Account and now wish to elect a SWO option, you will be required to *terminate your self-directed Schwab PCRA account before your Systematic Withdrawal Program election can begin.*

How To Transfer

Initial Transfers to Your Self Directed Brokerage Account

By completing and signing *the Initial Transfer Request to Establish a Self Directed Brokerage Account* form, you are authorizing The Hartford to transfer assets from your Core Account(s) to your Schwab PCRA.

Subsequent Transfers To Your Self Directed Brokerage Account

If you wish to make another transfer to your Self Directed Brokerage Account, you will first need to contact The Hartford to transfer your assets from the Core Account(s) to your Schwab PCRA where the money is automatically invested in Schwab’s money fund. No transfer form is required for subsequent transfers. Simply call our Retirement Plan Service Center at the toll-free number listed at the back of **SDBA FastFacts**.

You can then initiate a trade directly with Schwab (using the money now in Schwab’s money fund) to purchase an investment within your Schwab PCRA. You can do this by calling Schwab, via the Internet or at one of Schwab’s local offices.

Transferring Back To Your Core Accounts

When you want to move money back to the Core Accounts, you must first place the dollars in the Schwab money fund. Then you must contact The Hartford and provide investment direction.

Transfers from the SDBA to the Core Accounts will be applied to your current contribution allocations unless otherwise specified.

In the event of a transfer from the SDBA to the Core Accounts in order to make a withdrawal, the transferred assets will be applied to the General (Declared Rate) Account for distribution the following business day.

How You Can Close Your Self Directed Brokerage Account

First you must contact Schwab to liquidate your PCRA holdings. Once the trade has settled and money has been invested in the Schwab money fund, you must then authorize the transfer of this money back into the Core Accounts through the procedures described under “How To Transfer”. *This transfer is not automatic and will not take place without your authorization.*

Other Information

You will receive a transaction confirmation from The Hartford for each transfer from the Core Account(s) to the Schwab PCRA.

Schwab will provide confirmation for transfers in the Schwab PCRA.

Remember: Assets are not automatically transferred directly between Core Accounts and those in your Schwab PCRA, and vice-versa. It is a two-part activity, both of which you must initiate separately.

Need Assistance?

Refer to the handy chart of “Key Self Directed Brokerage Account Contacts” at the back of **SDBA *FastFacts*** for direction on who to call with questions.

Retirement programs are funded by group variable annuity contracts and group variable funding agreements. Group variable annuities and group variable funding agreements issued by Hartford Life Insurance Company. Group variable annuity contracts are underwritten and distributed by Hartford Securities Distribution Company, Inc. where applicable. For more complete information on The Hartford's group variable annuities and group variable funding agreements, including charges and expenses, call us at 1-800-528-9009 to obtain a prospectus or disclosure documents, (including the Program Overview, Program Highlights, Investment Option Fee Schedule and applicable historical investment option performance information) whichever is applicable. Read this material carefully before you invest or send money.

Key Self Directed Brokerage Account Contacts

Who to Contact		
If you want to...	Contact The Hartford's Retirement Plan Service Center at 1-800-528-9009	Contact Charles Schwab & Co. 1-888-393-PCRA (7272) www.schwab.com
Ask general questions about the Self Directed Brokerage Account	✓	
Ask questions about completing the forms	✓	
Request more information about Schwab's PCRA		✓
Request "SDBA Account Instruction" form	✓	
Make transfers between Schwab PCRA and core account(s)	✓	✓
Make transfers within the core account(s)	✓	
Place trades within your Schwab PCRA		✓
Obtain your Schwab PCRA balance		✓
Obtain your entire plan balance (core accounts plus PCRA)	✓	
Obtain investment information	✓	✓
Request a withdrawal	✓	
Ask retirement plan questions	✓	