

Administration Costs regulations Vita Select

Vita Select Joint Foundation of Zurich Life Insurance Company Ltd, Zurich

Edition 2020

1 Basis

The companies affiliated to the Vita Select Joint Foundation must make a contribution to the costs of managing their pension fund in accordance with the affiliation contract.

These regulations govern the details of the contributions to administrative costs and form an integral part of the affiliation contract.

2 Costs overview

The contributions to administrative costs are made up of

- Basic costs, which represent a fixed cost contribution to cover expenses per company (see point 3);
- the person-related implementation costs (see point 4); and
- the affiliation-related implementation costs (see point 5).

Individual customer requests and external costs for negotiations with authorities and experts, as well as extraordinary expenses and expenses in connection with the partial liquidation of a pension fund are generally invoiced according to time and effort (see section 6).

The individual cost components are as follows:

3 Basic costs

The basic annual costs are as follows CHF 5,000 will be charged to the pension fund.

4 Person-related implementation costs

Annual administrative costs of CHF 240 per active insured person and pension recipient are charged for managing the insured portfolio.

The costs are calculated on the basis of the number of insured persons at the start of the contract or on 1 January of each year.

These costs include data hosting, the maintenance of individual accounts, the processing of business events such as entries and exits, purchases and withdrawals, mutations, and the printing and dispatch of pension documents.

The personal implementation costs are charged to the pension fund.

5 Affiliation-related implementation costs

5.1 Investments

The fees for the investment of assets are charged in accordance with the rates of the Zurich Investment Foundation or the partner bank (in accordance with the pension fund's choice of investment strategies).

5.2 Administration / Processing pension fund

A contribution of 0.075% of the investment volume is charged for the processing of payment transactions, liquidity monitoring, accounting including securities accounting and management.

The pension fund will be invoiced for the connection-related implementation costs pursuant to para. 5.2.

6 Special expenses

Individual customer requests as well as external costs for negotiations with authorities and experts are calculated and invoiced according to time and effort. The applicable cost rate may vary according to the qualifications of the employees required for the completion of the order.

The frequently occurring business transactions listed below are invoiced or debited individually as follows:

a) Capital settlement	CHF 300
b) Interim statement	CHF 50
c) Reminder (from 2.)	CHF 150
d) Debt collection request	CHF 500
e) Application for continuation	CHF 500
f) Remove legal proposal	CHF 1'000
g) Insolvency /Seizure application	

plus enforcement and insolvency fees

h) Action acc. to art. 73 BVG	CHF1'000
i) Create distribution plan according to effort, hourly rate	CHF 150
j) Implementation of measures to promote home ownership	CHF 400

The costs for the lump-sum settlement a) and for drawing up the distribution plan i) are borne by the pension fund. The costs pursuant to b) to h) are charged to the employer. The costs pursuant to j) are invoiced to the insured person.

Extraordinary expenses that exceed the normal scope for the implementation of employee benefits in qualitative or quantitative terms are invoiced. This includes in particular:

- mutations whose effective date is 12 months or more prior to the date of the employer's order
- Corrective settlements due to late or incorrectly reported mutations

- Documents to be prepared individually (e.g. cost review, individual statements of benefits, premiums and contributions, surpluses, individual pension statements)
- Reproduction of documents and accounts

at cost,
hourly rate CHF 180

Contributions may be charged to the pension fund concerned for expenses in connection with the partial liquidation of a pension fund and for expert opinions in connection with the settlement of objections and complaints. The costs are determined according to the actual time spent in accordance with the fee schedule of the Swiss Chamber of Pension Fund Experts.

7 Termination of contract

In principle, no additional costs are incurred when a follow-up contract is terminated. However, extraordinary expenses in connection with the termination of the contract may result in costs in accordance with section 6 (special expenses).

8 Fees charged, payments on account

The fees are charged in accordance with payment agreements with the affiliated companies.

The costs can also be charged and invoiced as a lump sum. In this case, the difference will be calculated on the occasion of the annual accounts. The differences may be offset against the pension fund's assets or invoiced additionally.

9 Effective date

These Administration Cost Regulations shall enter into force on 1 January 2020.

It can be changed by the Foundation Board at any time.

The German original of this regulation is binding.

Zurich, December 2019

Vita Select Joint Foundation
of Zurich Life Insurance Company Ltd

The Foundation Board