



By completing this form, I am signing up for Mainspring Managed. I understand StanCorp Investment Advisers, Inc. will develop a Savings and Investment Plan designed just for me. They will also work with me on an ongoing basis to update my plan as my personal circumstances change. I also understand that the monthly fee for Mainspring Managed services will be deducted directly from my account and that the total amount charged depends on my account balance.

Account Balance	Fee
\$0.00 to \$5,000.00	\$0.00
\$5,000.01 to \$10,000.00	\$5.00
\$10,000.01 and up	\$10.00

Social Security Number	Last Name	First Name
Mailing Address	City	State Zip
Date of Birth (mm/dd/yy)	Date of Hire (mm/dd/yy)	Expected Retirement Age (default 65)
Phone Number	E-mail Address	

**HOW MUCH DO YOU WANT TO SAVE?**

The smallest amount you can contribute is 1% of your compensation. The most you can save during 2021 is \$19,500 (\$26,000 if you are age 50 or older). This amount includes both pre-tax and after-tax Roth contributions. Other plan or legal limits may also apply.

I elect to contribute as pre-tax contributions:  \_\_\_\_\_ %

I elect to contribute as after-tax Roth contributions:  \_\_\_\_\_ %

**MY RISK TOLERANCE**

Select one of the three options below regarding your risk tolerance. (If you do not complete this question, we will assume you are a middle-of-the-road investor.) StanCorp Investment Advisers is available to assist you with more detailed planning. We encourage you to complete the Mainspring Managed Supplemental Information Form located in the enrollment booklet so we can provide you with guidance that is tailored to your needs.

I am seeking maximum stability even if returns are low.

I am a middle-of-the-road investor and prefer both growth potential and consistency of returns.

I am seeking maximum long-term growth, even if it means wide swings in my account value.

**AUTHORIZATION**

I authorize my employer and the plan administrator to deduct from my earnings the amounts determined by the percentage(s) designated above and to forward such amounts to the Plan. I authorize annual increases to my savings amount. I also direct my employer and the plan administrator to implement any other instructions I have provided on this form. I have read the Disclosure Statement and Mainspring Managed Agreement in the following sections and, by signing here, I agree to be bound by their terms. The employer, trustees and any others concerned with the administration of the plan are entitled to rely on these instructions; each shall be fully protected in taking or omitting any action under any provisions of the plan in reliance on this information.

Participant Signature \_\_\_\_\_ Date \_\_\_\_\_

## DISCLOSURE STATEMENT

You must notify The Standard within 15 days of receipt of your quarterly account statement if you think an error has occurred, or if you requested and confirmed an investment transfer or directive change that was not completed during the period covered by the statement. You may give notice by contacting a customer service representative at **800.858.5420** or by e-mailing **savings@standard.com**. Unless you give such notice, The Standard will not be liable for any resulting loss to your account. In any case, The Standard will not be liable if circumstances beyond its control prevent the transaction, or if its liability is otherwise limited by regulation or agreement.

## MAINSRING MANAGED AGREEMENT

This Agreement is between you, a participant in a retirement plan, and StanCorp Investment Advisers, Inc. ("us" or "we"), for a specific advisory service called Mainspring Managed. Access to Mainspring Managed is provided to you by the sponsor of your retirement plan. Termination of the agreement between the plan sponsor and StanCorp Investment Advisers will end your access to the Mainspring Managed service.

While this Agreement is in effect, StanCorp Investment Advisers will:

1. Assist in establishing, reviewing and updating your investment goals.
2. Assist in selecting and monitoring the investment funds in your portfolio.
3. Determine, review and change the allocation of assets in your investment account through the use of an asset allocation model and periodically rebalance your account to your target allocation.
4. Provide telephone access to an investment advisor representative to address specific changes to your personal and financial circumstances and how they may affect your investment account.
5. Monitor, report and assess your investment results on no less than a quarterly basis.

You may be charged a monthly fee during the time this agreement remains in effect; please refer to the first paragraph on the front of this form for fee information.

This Agreement will remain in effect until you opt out of the Mainspring Managed service by calling our Advisory Service Center, by withdrawing your entire vested account balance from the plan or by other means that we make available to you. The Agreement will terminate if your entire account is transferred to your beneficiary or to an alternative payee pursuant to a qualified domestic relations order. In addition, you or we may terminate the Agreement at any time after providing written notice to the other party. You may revoke this Agreement within 10 days of its effective date without being charged a fee.

The Mainspring Managed service will be available to you only while the agreement between your plan sponsor and StanCorp Investment Advisers is in effect. If your employer ceases to offer the Mainspring Managed service, your participation in it will cease and this Agreement will terminate.

You acknowledge and understand that StanCorp Investment Advisers will have discretion to supervise, manage and direct the assets in your investment account and any subsequent additions to the investment account. While this Agreement is in effect, StanCorp Investment Advisers will have authority to adjust your contribution amount, and invest, reinvest, exchange and trade the assets in your investment account among the investments selected by the plan's trustees or other fiduciary, all without prior consultation with you, as we deem appropriate. You will receive notice prior to any adjustment of your contribution amount so that you may instruct StanCorp Investment Advisers or its agent not to make that change.

You understand that your savings and investment strategy will be based on the personal information you provide, data we have available about your retirement savings and assumptions about future economic results and mortality determined by StanCorp Investment Advisers. If you have assets with another provider that are included on your quarterly statement, we will assume those assets are invested in a portfolio of assets with risk and return characteristics similar to that of your managed portfolio.

Further, you acknowledge that this service is intended as a long-term investment program and that the value of your portfolio will fluctuate. We cannot guarantee the profitability of your portfolio. Past performance is no guarantee of future results.

You agree that StanCorp Investment Advisers will have no liability for any advice given to you based on inaccurate personal information provided by you or your plan sponsor to us on any information form or by telephone or electronic medium. You also agree that StanCorp Investment Advisers will not be liable for any tax which may result from a securities transaction effected or omitted under this Agreement.

We agree not to assign this Agreement within the meaning of the Investment Advisers Act of 1940 as amended without your prior consent.

You acknowledge receipt of our Disclosure Statement, Part II of the Form ADV, as amended to date, or a separate brochure which contains the Part II information.

This Agreement constitutes the only agreement between you and StanCorp Investment Advisers with respect to the provision of Mainspring Managed services.

Please return this signed document to:

Standard Retirement Services, Inc.  
1100 SW Sixth Avenue  
Portland, OR 97204

The Standard is the marketing name for StanCorp Financial Group, Inc. and its subsidiaries. StanCorp Equities, Inc., member FINRA, wholesales a group annuity contract issued by Standard Insurance Company and a mutual fund trust platform for retirement plans. Third-party administrative services are provided by Standard Retirement Services, Inc. Investment advisory services are provided by StanCorp Investment Advisers, Inc., a registered investment advisor. StanCorp Equities, Inc., Standard Insurance Company, Standard Retirement Services, Inc. and StanCorp Investment Advisers, Inc. are subsidiaries of StanCorp Financial Group, Inc. and all are Oregon corporations.



StanCorp Investment Advisers, Inc. will provide a more detailed Savings and Investment Plan if you provide additional information. Please complete this form, which is confidential and is not shared with your employer. If you have questions about how to complete this form, contact the Advisory Service Center at 800.858.5420.

SECTION 1: YOUR INFORMATION

Form with fields for Social Security Number, Last Name, First Name, and Date of Birth.

SECTION 2: SCOPE OF RECOMMENDATION

Check either Yes or No. If you select Yes, you must complete Section 3. If you do not complete Section 3, we cannot include information about your spouse/partner in our recommendations.

- Yes, I want to include information about my spouse/partner... I understand that if I don't provide the following information about my spouse/partner, StanCorp Investment Advisers cannot include my spouse/partner in its planning.
No, I do not want to include information about my spouse/partner. I understand that the recommendations from StanCorp Investment Advisers will focus on providing a retirement income that will support only myself. Please continue to Section 4. Do NOT complete Section 3.

SECTION 3: INFORMATION ABOUT YOUR SPOUSE/PARTNER (Complete if you answered "Yes" in Section 2)

Form with 5 numbered questions regarding spouse/partner information: 1. Retirement savings, 2. Date of Birth, 3. Expected Retirement Age, 4. Current Annual Salary, 5. Retirement Plan - 401(k) details.

Please place in supplied envelope or return signed document to:

Standard Retirement Services, Inc.
1100 SW Sixth Avenue
Portland, OR 97204
Email: enrollment.forms@standard.com

Continued on back

**SECTION 4: OTHER RETIREMENT INCOME (Combined totals for you and your spouse/partner)****Outside Tax-Deferred Savings (Excluding Current Employer 401(k) Balance)**

Please provide information about any tax-deferred savings you or your spouse/partner have set aside for retirement. Do not include savings that will be used for other expenses such as college tuition. Examples include:

- Retirement plan assets from another employer (If you included your spouse/partner's retirement 401(k) balance in Section 3, do not add it again here.)
- Traditional (pre-tax) Individual Retirement Accounts (IRAs)
- Annuities

- a. Current combined account balance \$ \_\_\_\_\_
- b. Approximate combined amount you and your spouse/partner contribute each year \$ \_\_\_\_\_
- c. Do you and your spouse/partner plan to increase your contribution as your salary increases?  
(We will assume "no" if no response is provided.)  Yes  No
- d. Percent of the current account balance invested in stocks or stock funds?  
(We will assume "Between 30%-70%" if no response provided.)  Less than 30%  
 30%-70%

**Outside Roth IRA and Roth 401(k) Savings**

Please provide information about any Roth IRA savings you or your spouse/partner have set aside for retirement.

- a. Current combined account balance \$ \_\_\_\_\_
- b. Approximate combined amount you and your spouse/partner contribute each year \$ \_\_\_\_\_
- c. Do you and your spouse/partner plan to increase your contribution as your salary increases?  
(We will assume "no" if no response is provided.)  Yes  No
- d. Percent of the current account balance invested in stocks or stock funds?  
(We will assume "Between 30%-70%" if no response provided.)  Less than 30%  
 30%-70%

**Outside Non-Tax-Deferred Savings**

Please provide information about any non-tax-deferred savings you and your spouse/partner have set aside for retirement. Examples include:

- Bank Account
- Certificates of Deposit
- Mutual Funds not part of a retirement plan
- Stocks and Bonds not part of a retirement plan

- a. Current combined account balance \$ \_\_\_\_\_
- b. Approximate combined amount you and your spouse/partner contribute each year \$ \_\_\_\_\_
- c. Do you and your spouse/partner plan to increase your contribution as your salary increases?  
(We will assume "no" if no response is provided.)  Yes  No
- d. Percent of the current account balance invested in stocks or stock funds?  
(We will assume "Between 30%-70%" if no response provided.)  Less than 30%  
 30%-70%  
 Greater than 70%

**Pension Plan Income**

If you expect to have income from a defined benefit pension plan during retirement, enter the monthly benefit here. Enter amounts for you and your spouse/partner payable at your individual expected retirement dates. You may receive a statement from your Plan Administrator periodically that contains this information. Don't forget to include any benefits payable from companies from which you've terminated employment.

Self \$ \_\_\_\_\_  
(per month)

Partner \$ \_\_\_\_\_  
(per month)

**Social Security Income**

Include Social Security Income in retirement planning assumptions? (We will assume "Yes" if no response is provided.)  Yes  No

**SECTION 5: EMPLOYEE CERTIFICATION**

This certifies that all of the above information is accurate. I understand that I am responsible for contacting the Advisory Service Center at 800.858.5420 to update my personal information on a regular basis.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

**StanCorp Investment Advisers, Inc.**

[www.standard.com](http://www.standard.com)  
1100 SW Sixth Avenue  
Portland, OR 97204  
Phone: 971.321.8844

**Item 1 - Cover Page**

March 8, 2016

This brochure provides information about the qualifications and business practices of StanCorp Investment Advisers, Inc. If you have any questions about the contents of this brochure, please contact us at 971.321.8844. The information in this brochure has not been approved or verified by the U.S. Securities and Exchange Commission or by any state securities authority.

StanCorp Investment Advisers, Inc., is a registered investment advisor. Registration of an investment advisor does not imply a certain level of skill or training.

Additional information about StanCorp Investment Advisers, Inc., is also available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

**Item 2 - Material Changes**

The following is a summary of material during the period between this brochure and our previous version, dated June 15, 2015:

- StanCorp Financial Group, Inc., our parent company, was purchased by Meiji Yasuda Life Insurance Company. Meiji Yasuda does not expect to make any changes to our personnel, management, operations, products or services. Our business goals, strategic approach and brand will also remain the same. The purpose of the acquisition was to expand the scope of Meiji Yasuda's offerings in the United States, to accelerate its diversification internationally and to counter the shrinking domestic insurance market in Japan.
- The fixed income and derivatives portfolio of Standard Insurance Company is no longer managed by StanCorp Investment Advisers, Inc. Effective Jan. 1, 2016, management of the assets was reassigned to Standard Insurance Company. This change enhances our focus on retirement plan clients and streamlines our operations.

**Item 3 - Table of Contents**

Item 1	Cover Page
Item 2	Material Changes
Item 3	Table of Contents
Item 4	Advisory Business
Item 5	Fees and Compensation
Item 6	Performance-based Fees
Item 7	Types of Clients
Item 8	Methods of Analysis, Investment Strategies and Risk of Loss
Item 9	Disciplinary Information
Item 10	Other Financial Industry Activities and Affiliations
Item 11	Code of Ethics, Participation or Interest in Client Transactions and Personal Trading
Item 12	Brokerage Practices
Item 13	Review of Accounts
Item 14	Client Referrals and Other Compensation
Item 15	Custody
Item 16	Investment Discretion
Item 17	Voting Client Securities
Item 18	Financial Information

**Item 4 - Advisory Business**

We provide investment management services to retirement plan clients, including:

1. investment consulting services to the retirement plan clients of Standard Insurance Company and Standard Retirement Services, Inc., consisting of:
  - fund selection and monitoring for group annuity separate accounts and the Standard Retirement Services, Inc.'s Net Asset Value platform
  - development and maintenance of model asset allocations for defined contribution plans
  - fund portfolio construction for defined benefit plans
  - assistance with selecting funds for specific retirement plan menus and portfolios
  - quarterly monitoring reports reflecting the performance of funds offered to Standard Insurance Company and Standard Retirement Services, Inc., retirement plan clients
  - participant-level advice through the Mainspring Managed service
2. investment advice to the Reliance Advisory Portfolio Collective Trusts, a series of 14 collective trusts owned by Reliance Trust that:
  - invest in unaffiliated mutual funds representing a broad range of asset categories

- have 10 fully diversified portfolios and four style-based portfolios, each representing the large, small and mid-cap, fixed income and international equity categories
- are only available to clients of Standard Retirement Services, Inc.

Our total Regulatory Assets Under Management as of February 19, 2016, were \$15.4 billion. Of that, \$9.6 billion was managed on a discretionary basis, and \$5.8 billion was managed on a non-discretionary basis.

#### **Item 5 - Fees and Compensation**

Standard Insurance Company and Standard Retirement Services, Inc., pay a fixed retainer to us for services provided to their retirement plan clients. In addition, retirement plan clients pay Standard Retirement Services, Inc., an asset-based fee for administrative and recordkeeping services. In some cases, clients pay additional fees to the custodian. Participants enrolled in the Mainspring Managed service may pay Standard Retirement Services, Inc., a per-participant fee. Retirement plan clients may terminate with a 60-day notice. Since no advisory fees are charged, there is no closing bill from our firm.

Portfolios that include mutual funds and/or ETFs may have a layered fee structure. In addition to the management fees paid to StanCorp Investment Advisers, Inc., the funds' expenses are deducted from the value of the mutual funds. We may recommend mutual funds that are no-load or those having a 12b-1 fee. No load funds have no sales charges included in their expenses, and 12b-1 fees are sales charges that are incorporated into the expense ratio and, therefore, the price of the fund. In no case does StanCorp Investment Advisers, Inc., receive compensation from mutual fund companies. If a 12b-1 fee is paid, it is returned to the plan sponsor as a reduction of its Standard Retirement Services, Inc., asset-based fee. StanCorp Equities, Inc., an affiliated limited broker dealer, does not process transactions. Clients purchase the investments we recommend through unaffiliated custodians or through the Standard Insurance Company group annuity contract.

#### **Item 6 - Performance-based Fees**

We do not offer performance-based fee schedules.

#### **Item 7 - Types of Clients**

We provide investment consulting services to the retirement plan clients of Standard Retirement Services, Inc., and Standard Insurance Company as well as some retirement plan clients not administered by our affiliated companies. We are the investment advisor to participants in the Mainspring Managed service offered by Standard Retirement Services, Inc., and the Reliance Trust collective trust portfolios used in that service. We also offer services to endowments and other organizations.

#### **Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss**

Retirement plan clients primarily invest in mutual funds, collective trusts and group annuity contracts. Investments are selected and retained based on their long-term adherence to specific performance and portfolio criteria. Portfolios are constructed based on mean return and variance analysis.

For endowments and other organizations, we primarily invest in mutual funds but may include stocks, bonds and/or ETFs. These investments are used to populate allocations that are expected to produce returns and risk consistent with the client's long-term objectives and risk tolerance. Mutual funds are selected and retained based on their long-term adherence to specific performance and portfolio criteria. Our fixed income and equity selections are based on fundamental and quantitative analysis.

All investments present some risk of loss that clients should be prepared to bear. Stocks have greater return potential but are more volatile than other investment types. Mutual funds and ETFs may focus on certain sectors that may involve a greater degree of risk than other funds that provide broader diversification. In addition to the normal risks associated with equity investing, investments in smaller and mid-cap companies and narrowly focused investments typically exhibit higher volatility and are less readily marketable than investments in larger companies or more diversified strategies. Similarly, international investing involves certain risks, such as currency fluctuations, economic instability and political developments. These risks may be accentuated in emerging markets. Real estate investment trusts are subject to special risks, such as tax law changes and general economic conditions that may affect the value of the underlying real estate assets. Bonds are subject to certain risks including interest-rate, credit and inflation risks. As interest rates rise, the prices of bonds fall. Derivatives are subject to a number of risks, such as liquidity, interest rate, market, credit and management risk.

#### **Item 9 - Disciplinary Information**

We have no disciplinary actions to disclose.

#### **Item 10 - Other Financial Industry Activities and Affiliations**

We are a subsidiary of StanCorp Financial Group, Inc., which is also the holding company for Standard Insurance Company; The Standard Life Insurance Company of New York; Standard Retirement Services, Inc.; StanCorp Mortgage Investors, LLC, a commercial loan underwriter; StanCorp Real Estate, LLC, a real estate investment and property management company; and StanCorp Equities, Inc., a limited broker-dealer. StanCorp Financial Group, Inc. is owned by Meiji Yasuda Life Insurance Company.

Members of our senior management team are also officers of one or more of the sister subsidiaries and may be engaged in the business of those subsidiaries in addition to the responsibilities they have to our firm. Our clients may also be clients of Standard Insurance Company, Standard Retirement Services, Inc., or StanCorp Mortgage Investors, Inc.

#### **Item 11 - Code of Ethics**

We have adopted and maintained a code of ethics that governs the actions of personnel in their dealings with clients. The code covers personal trading, gifts and gratuities and the protection of client information. Any client or prospective client may request a copy of our code of ethics at any time. From time to time, our personnel may purchase the same securities that are recommended to clients. This could present a potential

conflict of interest by encouraging personnel to act on their own behalf before the clients. To overcome this possible conflict, personnel transactions are monitored to detect inappropriate trading activity.

#### **Item 12 - Brokerage Practices**

When applicable, we have the discretion to determine the broker and/ or institution with which trades are executed, the specific securities that are purchased and the size of transactions without prior client consent, within client established guidelines. Transactions for endowments and other clients are executed through a custodian platform. The basis for recommendation of the custodian includes availability of low-cost, high-quality mutual funds offered, transaction costs, and the accuracy and quality of trade execution and overall client service. We do not execute trades for soft dollar benefits nor do we have directed brokerage arrangements.

#### **Item 13 - Review of Accounts**

Investment portfolios are reviewed regularly. Fixed income holdings are monitored for changes in credit quality, business focus and merger activity using alert mechanisms from various information sources. Mutual funds and ETFs are monitored for changes in ownership, management or investment strategy.

Mutual fund performance, selections and terminations are reviewed at least quarterly, and occasionally more often, by our investment committee. Clients receive a quarterly performance review comparing investment returns to appropriate benchmarks.

#### **Item 14 - Client Referrals and Other Compensation**

We do not pay for referrals. In the past, we participated in the Schwab Advisor Network, a service designed to help investors find an independent investment advisor. Schwab is a broker dealer independent of and unaffiliated with our firm; does not supervise our activities; and has no responsibility for our management of client portfolios or our other advice or services. We no longer pay Schwab fees to receive client referrals through the service nor ongoing fees for past referrals.

In the course of providing investment services, we may refer clients to third-party professionals such as attorneys, CPAs, bookkeepers and others. Neither our personnel providing the referral, nor the firm, receives any compensation from any party for these referrals. These recommendations are based on industry information or work related to other clients; however, we have not researched or otherwise conducted a due diligence review of the referred professional and do not make any representation or warranty of the professional being referred. We highly recommend you conduct a thorough due diligence review to ensure the referred professional can adequately meet your needs.

#### **Item 15 - Custody**

We are considered to have custody of client assets because in some cases we may deduct our management fee directly from client accounts. However, we do not physically hold client assets. Our clients' custodians and brokers provide at least quarterly statements either electronically or in print. We may also provide quarterly reports. Clients are encouraged to compare balances between the custodian statements and our quarterly reports, taking into account possible timing differences.

#### **Item 16 - Investment Discretion**

We have investment discretion for participants in the Mainspring Managed service through a participant agreement. We also have discretion for retirement plan clients using the group annuity contract and NAV plans who select discretionary management. The Mainspring Managed service moves participant portfolios to more or less aggressive strategies based on the changes in the participants' situations, such as declining time to retirement, changes in assets relative to the retirement requirements, or other changes reported or requested by the participant. We select, monitor and remove mutual funds from our retirement plan client accounts based on our fund selection and monitoring criteria.

#### **Item 17 - Voting client Securities**

We vote the proxies for securities on the Standard Insurance Company group annuity contract but do not vote proxies for securities on the Standard Retirement Services, Inc., NAV platform. In general, we vote with the boards of directors unless the item would significantly change the nature of the investment the clients hold. Clients may obtain a record of our votes as well as our proxy voting policies upon request.

#### **Item 18 - Financial Information**

We have no financial impairment that would preclude the firm from meeting contractual commitments to clients. We do not require prepayment of fees of more than \$1,200 per client, six months or more in advance; therefore, a balance sheet is not attached.