PHH Investments Ltd.

INVESTMENT POLICY QUESTIONNAIRE

Name: ____

Mailing Address: ____

Home Phone #: ____

Email Address: ____

Financial Advisor: ____

This questionnaire is designed to help us appraise your risk and return objectives. Within section A, the first ten questions address risk and return the last five questions and information disclosed within section B are intended to expand the basis for a discussion between you and your PHH Financial Advisor. We will review your response to the below questionnaire and contact you to discuss investment options.

Section A:

Risk and Return Questions: (1 – 10)

1) **On a scale of 1 to 10, with 1 being the most conservative, and 10 being the most aggressive, as an investor how would you rate yourself with respect to your retirement funds? ________**

2) **Are you most concerned with?**
   a. The possibility of your portfolio losing value
   b. The possibility of your portfolio gaining value

3) **How long do you intend to remain invested?**
   a. Less than one year
   b. One to three years
   c. More than three years

4) **What time frame do you feel is most important when evaluating the performance of your portfolio?**
   a. 6 Months
   b. 1 Year
   c. 3 Years
   d. 5 Years
   e. More than 5 Years

5) **Your investment experience is best described as follows:**
   a. Limited: I have very little investment experience
   b. Moderate: I have some experience investing
   c. Extensive: I am an active and experienced investor

6) **Do you expect your annual income needs to change over the next five years?**
   a. I expect my needs to increase
   b. I expect my needs to decrease
   c. I expect my needs to stay the same

7) **Which one of the following statements best describes your investment objective and comfort level with fluctuations in the value of your investments?**
   a. Conservative: I want to preserve my investment but I am willing to accept minor negative fluctuations for periods of less than one year, so that I can earn slightly more than a savings account
   b. Moderate: I prefer a balanced approach and would like to invest in instruments with both growth and income characteristics. I can accept negative fluctuations for periods of one to two years in order to earn returns considerably higher than a savings account
   c. Aggressive: I want my investment to grow and earn the highest possible returns. I can accept negative fluctuations for period of two years or longer

8) **With regards to the amount of money you intend to invest with PHH Investments, what is it as a percentage of your total net worth?**
   a. Less than 50%
   b. 50-75%
   c. Greater than 75%

9) **If you have the opportunity to increase returns significantly by taking more risk with 10% or less of your assets invested with PHH Investments, would you be:**
   a. Willing to take a little more risk with some of your money
   b. Willing to take a lot more risk with some of your money
   c. Unlikely to take more risk

10) **What is your tolerance for performance volatility within difficult markets?**
   a. Low
   b. Moderate
   c. High

Additional Questions: (11 – 15)

11) What is the approximate amount of assets you plan to invest with PHH? ________________

12) Will you need to make monthly withdrawals from the assets you plan to invest with PHH? If so, what monthly estimate in dollar terms do you expect? ____________________________

13) What is your total monthly gross income, excluding your estimated withdrawals from your PHH assets? _____________________________

14) Please complete the following statement. My return expectation for this portfolio is ______% and given my return expectations I expect to have at least _________% exposure to stocks.

15) Regarding income tax, please select your desired Federal and State withholding rate.
   a. Federal (select only one)
      i. Monthly amount is: $___________________
      ii. Quarterly amount is: $___________________
      iii. Annual amount is: $___________________
   b. State (select only one)
      i. Monthly amount is: $___________________
      ii. Quarterly amount is: $___________________
      iii. Annual amount is: $___________________

Section B:

1. **Source of Retirement Funds**

	Gross
Defined Benefit	
Retirement Plan Lump Sum	$____________________
Other______________________	$____________________
Defined Contribution	
Retirement Plan Lump Sum	$____________________
Other________________________	$____________________
Monthly Annuity Benefits	
Fixed Monthly Benefit	$____________________
TOTAL PENSION DISTRIBUTION	**$**____________________

2. **Value of Other Assets** (Indicate $ Amounts)

A. Liquid Assets	
Checking Accounts	$_______________________
Savings Accounts	$_______________________
Credit Union	$_______________________
Individual Stocks (non IRA)	$_______________________
Individual Bonds (non IRA)	$_______________________
Mutual Funds (non IRA)	$_______________________
Current IRAs	
Yours	$_______________________
Spouse's	$_______________________
Other Liquid Assets	
1._________________________	$_______________________
2._________________________	$_______________________
3._________________________	$_______________________
Total Liquid Assets	**$**_______________________
B. Non-Liquid Assets	
Personal Property	$_______________________
Planes, Boats, Autos, etc.	$_______________________
Primary Residence (current value)	$_______________________
Other Properties (current values)	$_______________________

Personal Business $________________________

Other Non-Liquid Assets

1.______________________________ $________________________

2.______________________________ $________________________

Total Non-Liquid Assets **$**________________________

Total Assets $________________________

3. Liabilities

Planes, Boats, Autos, etc. $________________________

Primary Residence $________________________

Other Properties $________________________

Credit Cards $________________________

Loans/Lines of Credit $________________________

Other Liabilities

1.___________________________ $________________________

2.___________________________ $________________________

Total Liabilities **$**________________________

Total Net Worth **$**_____________________

4. Estimated Amount To Be Invested with:

A. PHH $______________________

Other Manager(s)/Institution(s) (if applicable)

B. ____ $______________________

C. ____ $______________________

5. Monthly Income Sources (**Very Important to Complete**)

A. <u>Source Description</u> <u>Amount</u>

Monthly distribution from PHH $______________________

Military pension income $______________________

Other monthly annuity $______________________

Monthly withdrawal from other sources $______________________

Monthly withdrawal from other sources $______________________

Monthly withdrawal from other sources $______________________

Spouse $______________________

Rental Property Income: Total Value $______________________ $____________________

Other Monthly Income Sources:

______________________Total Value $______________________ $____________________

______________________Total Value $______________________ $____________________

TOTAL MONTHLY GROSS INCOME EXPECTED: $______________

6. Financial Advisor Comments:

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