

IN-FORCE VARIABLE ANNUITY QUESTIONNAIRE

From time to time, you might be asked to help a client-prospect understand information about their existing variable annuity. The best way to do this is to be with the client-prospect when they call their variable annuity carrier. The client-prospect should tell the carrier service person that you are present with them and will help them with their questions. With client permission, you can ask the questions. You should make notes about the answers given.

This call might take 10 minutes or it might take 30 minutes, depending on annuity complexity and/or carrier cooperation. After the call, you and the client-prospect can review all the information provided by the carrier. You should take good notes and you should provide a copy of your notes to your client-prospect.

This call is to obtain the information needed for you and the client to better understand the annuity they currently own, especially all relevant benefits, costs, and limitations. All calls like this are recorded by the insurance carrier so a professional and matter-of-fact manner is best. The client should not argue about what they were told by the annuity rep when they bought the annuity, if tempted. This call is not the right time or place to make a sales complaint.

1. Annuity Carrier Name?	
2. Name of Carrier Service Rep?	
3. Date this Call Made?	
4. Name of Variable Annuity Contract, specifically?	
5. Annuity Owner Name(s)?	
6. Annuitant(s) Name?	
7. Contract issue date?	
8. Qualified or Non-Qualified?	
9. Total Premiums Paid?	
10. Total Withdrawals since issue?	
11. Are there Surrender Charges now? If so, what is the percentage now?	
12. Current Account Value?	
13. Current Surrender Value?	

14. Annual Mortality Fee? (%)	
15. Annual Expense Fee? (%)	
16. Any annual administrative fee? (\$)	
17. Investment management expenses (as %) for 3 largest subaccounts?	
18. Enhanced Death Benefit? If yes, how does it work specifically?	
19. Fee for Enhanced DB? (%)	
20. Current Death Benefit value?	
21. Is there a Guaranteed Lifetime Income Benefit? What is the specific name of the Income Benefit Name?	
22. If an Income Benefit, how does the benefit work specifically?	
23. Fee for Income Benefit? (%)	
24. How does the Income Benefit Base increase?	
25. What is the "Roll-Up" Percent? Compound or Simple? How long?	
26. Is the Income Benefit based on any account performance? How?	
27. Any restrictions or requirements on subaccount choices because of the Income Benefit? Explain briefly.	
28. What happens to the Income Payout or Benefit Base when other partial withdrawals are taken?	
29. How does the Income Benefit work with RMDs of qualified funds?	
30. Anything else income or annuity related? Explain briefly.	

