

*Managed Advice Brochure*  
*June 28, 2017*

This brochure provides information about the qualifications and business practices of Transamerica Retirement Advisors, LLC (“TRA”). If you have any questions about the contents of this brochure, please contact us at (844) 622-2133. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority. TRA is a registered investment adviser. Registration of an investment adviser does not imply any level of skill or training. Additional information about TRA is available on the SEC’s website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

SUMMARY OF MATERIAL CHANGES: The Managed Advice Service has no material changes to report since filing its last Disclosure Brochure on March 30, 2017.

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**Advisory Business**

*Our Firm*  
Transamerica Retirement Advisors, LLC (“TRA”) is a registered investment advisory firm that, with its predecessors, has been in business since 1992. TRA is part of the AEGON family of companies, a global leader in pensions. TRA is a wholly-owned subsidiary of Transamerica Retirement Solutions (“TRS”), a firm dedicated to providing services to retirement plans. TRS is an indirect wholly-owned subsidiary of AUSA Holding, LLC, a financial services holding company whose primary emphasis is on life and health insurance, and annuity and investment products. AUSA Holding, LLC is owned by Transamerica Corporation. Transamerica Corporation is owned by The AEGON Trust, which is owned by AEGON International B.V., which is owned by AEGON NV, a Netherlands corporation, and a publicly traded international insurance group (“AEGON”).

As of December 31, 2016, TRA has the following assets under management, Discretionary –: \$3,624,480,689 Non-discretionary –: \$178,477,320; not all of these assets are related to the Managed Advice service. These figures are computed in the same fashion as in our Form ADV, Part 1A.

*Advisory Services*

*Managed Advice* is an advisory service available to retirement plan sponsors and their participants that creates asset allocation portfolios for participants and provides them with holistic recommendations including savings rate advice and retirement age advice based on personal information they provide, such as income, goals, and household assets. TRA has engaged Morningstar Investment Management, LLC (“Morningstar”), who is unaffiliated with TRA, to act as an Independent Financial Expert, as provided within the Department of Labor’s Advisory Opinion 2001-09A dated December 14, 2001 (commonly referred to as the “SunAmerica Opinion.”). TRA relies exclusively on the proprietary software, systems and investment methodology developed and maintained by Morningstar to create target allocations for participants. Morningstar may use information provided by independent third parties such as mutual fund data provider or index providers in the construction of advice for the program.

Each portfolio in the Managed Advice service is comprised of some or all of the investment options selected for a given retirement plan by the plan sponsor or other appropriate fiduciary and is designed with an intent to provide varying asset allocation mixes of equity, fixed income, and other investments, with varying expected risk levels. Certain investments, such as employer stock, may be excluded, as indicated in the sponsor and participant agreements. Morningstar may (or may not) decide to include within the Managed Advice service designated investment options that are Transamerica proprietary investment funds or stable value products offered by Transamerica affiliates, so long as such investment options are already included within the retirement plan’s line-up. When subscribing to the service, a portfolio is created for the participant based on the personal factors provided, including the participant’s desired retirement income goal, annual compensation, other sources of income, savings rate and retirement age. As part of the Managed Advice service, a plan participant’s account is rebalanced periodically through a series of portfolios personalized to the participant with the objective of meeting his/her retirement goals.

The Managed Advice portfolios are automatically implemented for participants who elect to use the service and/or those participants whose plan sponsors have chosen Managed Advice as the default investment option or the Qualified Default Investment Alternative (QDIA) for the plan and have been defaulted into the service without making an active investment election. In the event the sponsor elects to use Managed Advice as a QDIA and appoints TRA to serve as the investment manager, as defined in Section 3(38) of Employee Retirement Income Security Act of 1974, as amended (“ERISA”), it shall have or exercise fiduciary discretion with respect to the management of the QDIA. TRA is not responsible for selecting and monitoring the investment alternatives and QDIA available under any Plan.

TRA will act as a fiduciary under ERISA and will serve as an “investment manager” as defined in Section 3(38) of ERISA, but assumes only the specific and limited fiduciary responsibility and liability attendant to Morningstar’s construction of the Managed Advice model portfolios and will not be considered a fiduciary of the Plan for any other purpose. While the portfolios will take into account a participant’s personal factors, TRA does not purport that the portfolios will meet the objectives or needs of specific individuals or accounts.

TRA will also provide one-on-one advisory services and related investment support services to participants in the Managed Advice service. TRA Investment Advisor Representatives (“IARs”) may review a client’s situation and objectives within the context of income and growth needs and expectations. IARs may also provide assistance by explaining to participants the fundamentals of asset allocation, glide paths, and the investments that are available to them. In providing any investment advisory services to participants with respect to the Managed Advice one-on-one advisory services, TRA will act as a fiduciary under ERISA by reason of the provision of investment advice referred to in section 3(21)(A)(ii) of ERISA.

**About Morningstar:** Morningstar is a registered investment adviser with the U.S. Securities and Exchange Commission and a subsidiary of Morningstar, Inc., neither of which are an affiliate of TRA. Morningstar is acting as a fiduciary as defined in section 3(21)(A)(ii) of ERISA to Transamerica to the extent that it provides investment advice. TRA pays Morningstar a fee for developing and providing the asset allocation portfolios and software and systems used in connection with the Managed Advice services. However, Morningstar’s fee does not depend upon and is not affected in any way by the investment portfolio provided to participants in connection with the Managed Advice service.

**Fees and Compensation:** Currently, TRA offers the Managed Advice service to retirement plans that are also recordkeeping clients of TRS and to the participants of such plans. TRA’s maximum charge is 0.50% of the average daily net asset value of a participant’s account assets. The applicable fee may vary depending upon a combination of several variables, including assets under management, plan demographics, the methodology the plan chooses to enroll its participants into MA, and other factors. Plan sponsors or plan fiduciaries may also negotiate the fee. Managed Advice fees are based upon the average daily net asset value of a participant’s account assets, accrued daily and deducted from participants’ accounts on a monthly basis. Participants will still bear the fees associated with the underlying funds within the model portfolios. The services provided and the fees for those services are outlined in the plan sponsor and participant agreements. TRA pays certain personnel associated with its affiliated broker-dealer, Transamerica Investors Securities Corporation (“TISC”), additional compensation for the sale of the Managed Advice service to eligible retirement plans and their participants. TISC personnel may therefore have an incentive to refer plan sponsors to the MA service over other available investment services. TRA reviews all incentive compensation plans to try to mitigate this conflict of interest.

**Performance-Based Fees:** Neither TRA nor any of its advisory personnel charge performance-based fees.

**Types of Clients:** TRA provides the Managed Advice services to retirement plans and their plan participants. There is currently no participant account minimum required for the Managed Advice services.

#### **Methods of Analysis, Investment Strategies, and Risk of Loss**

Except for the information contained in the “One-on-One Advisory Services” section, Morningstar has reported to TRA the information below regarding Methods of Analysis, Investment Strategies, and Risk of Loss.

#### **Advice Strategies**

Morningstar gathers detailed information about the participants’ personal and financial situation (and, if applicable, their spouse or partner) to help them reach their desired retirement income goal through identifying a personalized strategy on asset allocation, investments, savings and retirement age. Participants must provide this information. Morningstar forecasts the participants’ retirement income goals up to and through retirement. Morningstar will provide economic forecast and financial information, but; it is dependent on the participant, to provide the most accurate assessment of their financial status and goals to ensure the output is meaningful.

Morningstar provides advice on savings rate, asset allocation, retirement age, and maximum consumption during retirement based on the participant’s retirement goals with a 70% probability of success. Since each output in advice is dependent on other factors, changing a single factor may alter the participant’s advice strategy in other areas. For example, by reducing retirement need, the savings rate, retirement age, and asset allocation may be impacted.

Morningstar provides an advice strategy on the participant’s overall savings rate and optimal savings allocation by account to help them meet their retirement goal. The service solves for the savings rate, which allows a 70% probability of success given their desired retirement income and desired retirement age. The output may increase savings to help the participant meet their retirement goals and will optimize the employer match (if available) whenever possible, regardless of required savings rate.

One of the challenges of providing prudent advice to an individual is to find a balance between portfolio risk, savings rate and retirement age. Solving for retirement with only the portfolio choice tends to put most participants in a riskier option than they would prefer; conversely, solving using only the savings rate produces a result that most participants cannot afford. Another aspect of prudent advice requires examining all assets of a participant and not just financial assets alone. Most methods of providing advice take only financial assets (“Financial Capital”) into account. Morningstar has developed a methodology that uses a concept called “Human Capital” to help determine an appropriate portfolio risk level that integrates all accounts even though advice may only be for a portion of those accounts. Human Capital is defined as the present value of savings directed to funding retirement needs. This includes: future retirement plan savings, IRAs, Social Security payments, and other taxable savings.

Morningstar also provides advice that is designed to promote sustainable income at the participant’s desired retirement age. To help the participant achieve this goal Morningstar will recommend an optimal retirement age, which may extend beyond a participant’s desired retirement age.

When a participant is retired and taking disbursements from the retirement account, Morningstar is able to calculate an estimate of the maximum sustainable consumption rate for the participant and their spouse or partner (if applicable), even if there is a significant difference in retirement years. The advice is focused on building financial assets to provide sustainable income in retirement. The recommendation identifies the residual and determines how much can be spent every year. Spend-down will illustrate how long the participant's desired income should last in retirement. Spend-down also solves for how much sustainable income a participant can spend that will last them throughout their retirement years based on their wealth, their spouse's or partner's wealth and their respective retirement horizons.

Morningstar recommends asset allocation and investment strategies in retirement plans based on the following methodology:

Step 1: Selecting Asset Classes

Step 2: Developing Expected Returns, Standard Deviations, and Correlations

Step 3: Building Strategic Model Asset Allocations

Step 4: Selecting Fund Specific Portfolios

Step 5: Review Process

### **Personalized Portfolios**

Once Morningstar determines the most appropriate equity exposure for the participant as well as the construction of the fund specific portfolios as described above, Morningstar it further optimizes the portfolio to address inflation risk. Participants who are closer to retirement generally need more inflation protection than those who are younger and just starting to save. That's because the latter has access to future earnings, which generally will keep pace with inflation. Participants closer to retirement don't have that luxury, and thus need to overweight their portfolios to sub-asset classes that are more highly correlated to inflation. This helps hedge against the shortfall risk that rises along with inflation. Without such a hedge, a participant runs the risk that their spending power will diminish over time.

Morningstar's optimization process begins with six different portfolios—three that are focused on accumulation and three on decumulation, each of which has different sub-asset class weightings. The accumulation portfolios generally have higher exposure to asset classes with little correlations to inflation, which in many cases are more volatile equities (such as emerging markets). In the decumulation portfolios Morningstar increases the target to those asset classes which provide inflation protection.

Using the appropriate equity exposure, number of years the participant has until retirement and portfolios constructed above, the service determines a personalized portfolio for the participant by blending the accumulation and decumulation portfolios. The shorter the participant's horizon to retirement, the greater the weight placed on the decumulation portfolio for a given level of equity.

The portfolio provided by the Managed Advice service will be the product of a computer program applying portfolio management methodologies developed, maintained and overseen by Morningstar, as the Independent Financial Expert. Morningstar's model asset allocation portfolios and computer software and systems are based on generally accepted principles of modern investment theory. Morningstar is not owned or controlled by TRA or its affiliates. Morningstar, as the Independent Financial Expert, has sole control over the development and maintenance of its model asset allocation portfolios, the computer software and systems used to provide participants' investment portfolios, and the portfolio management methodologies used to construct and maintain its model asset allocation portfolios and its software and systems. TRA may not change the Independent Financial Expert's model portfolios or its software or systems or modify the investment portfolio established for a participant using the software and systems developed and maintained by Morningstar for the Managed Advice service.

### **One-On-One Advisory Services**

IARs can help a participant answer questions, such as, how much to save, how to invest within the Managed Advice service, and how to adapt a strategy over time. IARs may discuss with participants their target retirement date, help them sign up for the Managed Advice service, help them obtain a personalized retirement readiness assessment, explain the details of the contribution rate and retirement age, and help them execute contribution updates. IARs may also provide assistance by explaining to participants the fundamentals of asset allocation, glide paths, and the investments that are available to them.

**Disciplinary Information:** During the past ten years, there have been no legal or disciplinary events involving TRA or its advisory personnel that are material to TRA's advisory business.

**Other Financial Industry Activities and Affiliations:** TRA is an indirect wholly-owned subsidiary of AEGON USA, LLC. Various direct or indirect subsidiaries of AEGON are engaged in investment advisory, brokerage, banking or insurance businesses. Periodically, TRA may have material business arrangements with these subsidiaries, including the following subsidiaries.

**Transamerica Investors Securities Corporation** ("TISC"), is a registered broker-dealer and a wholly-owned subsidiary of TRSC. Registered investment products may be sold through TISC, and accordingly, TRA's employees and agents will be licensed associated persons of TISC as necessary.

**Transamerica Asset Management, Inc.** ("TAM"). TAM serves as an investment adviser to the Transamerica mutual funds. TRA's affiliates may receive payments from TAM, which TAM pays out of its own resources, for provision of retirement plan recordkeeping and other retirement plan administrative services that TRA's affiliates provide to retirement plan clients that hold investments in the Transamerica Funds. Transamerica mutual funds may be held by pension plan clients and invested in by plan participants in the Managed Advice service.

**Massachusetts Fidelity Trust Company** ("MFTC"). MFTC sponsors collective trust funds for retirement plans. MFTC collective trust funds may be held by pension plan clients and invested in by their participants in the Managed Advice service.

**Transamerica Financial Life Insurance Company** ("TFLIC"). TFLIC is actively engaged in selling group annuities to be used as funding vehicles for retirement and pension plans and variable and fixed annuities to individuals. TFLIC products may be held by pension plan clients and invested in by their participants in the Managed Advice service. In order to market these products, TRA employees and agents are licensed insurance agents of TFLIC as necessary. These individuals will not receive commissions for the sale of these annuity products.

**Transamerica Life Insurance Company** ("TLIC"). TLIC is engaged in selling group annuities to be used as funding vehicles for retirement and pension plans and variable and fixed annuities to individuals. TLIC products may be held by pension plan clients and invested in by their participants in the Managed Advice service. In order to market these products, TRA employees and agents are licensed insurance agents of TLIC as necessary. These individuals will not receive commissions for the sale of these annuity products.

**Transamerica Retirement Insurance Agency, LLC** ("TRIA") is a registered insurance agency wholly-owned subsidiary of TRS. TRIA is engaged in selling insurance products to retirement plan clients and other individuals. In certain cases, some of TRA's employees or agents may be personally affiliated with TRIA. If a retirement plan participant purchases insurance products from such an individual, who is acting in his or her capacity as an insurance agent, TRIA will receive commission compensation – not the individual.

Because the investment options and investment allocations utilized are not selected or determined by TRA, TRA and its affiliates believe that potential conflicts of interest are generally minimized in the Managed Advice service. However, Investment Advisor Representatives working with participants may have an incentive to recommend the Managed Advice service by receiving additional compensation for the sale of the Managed Advice Service.

#### **Code of Ethics, Participation or Interest in Client Transactions and Personal Trading**

TRA has adopted a code of ethics (the "Code") under Rule 204A-1 under the Investment Advisers Act of 1940, which sets forth certain restrictions and standards of conduct for TRA's advisory personnel. While the Code permits such employees to invest in securities that may be held or acquired by TRA's advisory clients, it prohibits specific types of personal securities transactions that may give rise to substantial conflicts of interest. It also establishes reporting requirements through which certain employees provide information to TRA on their personal securities transactions. More generally, the Code prohibits any employees from taking inappropriate advantage of his or her position with TRA and provides that TRA may sanction employees who violate the Code. Any client or prospective client may obtain a copy of the Code (without charge) by calling (914) 627-3000 or writing to us at Transamerica Retirement Advisors, LLC, 440 Mamaroneck Avenue, Harrison, NY 10528.

TRA pays certain personnel of its affiliate TISC additional compensation, to refer plan sponsor clients to the Managed Advice service. TRA may also pay certain Investment Advisor Representatives additional compensation for the sale of the Managed Advice Service to plan participants. TISC and TRA personnel may therefore have an incentive to refer plan sponsors and plan participants to the Managed Advice service over other available investment services. TRA reviews all incentive compensation plans to try to mitigate this conflict of interest.

TRA or its advisory personnel may invest in the same collective investment funds that are held in client accounts. As this may present a conflict of interest, TRA maintains procedures in order to ensure compliance with its fiduciary responsibilities. TRA advisory personnel shall not buy or sell collective investment funds for their personal portfolio(s) where their decision is substantially derived, in whole or in part, by reason of his or her employment unless the information is also available to the investing public on reasonable inquiry. TRA advisory personnel may not prefer their own interest to that of the advisory client. TRA receives reports of all securities transactions of advisory personnel. These transactions and holdings are reviewed on a regular basis by the Compliance Department personnel.

**Review of Accounts:** Accounts in the Managed Advice service are systematically monitored and rebalanced on a periodic basis (approximately quarterly). In addition, we encourage each participant to review their account annually.

**Client Referrals and Other Compensation:** Not applicable.

**Custody:** TRA will deduct any advisory fee directly from a participant's account through its recordkeeping affiliate, TRSC. TRA is deemed to have limited custody over funds held in client accounts, but we do not hold physical custody of any of these funds. Funds are held with the plan trustee, which is a bank trust company, broker-dealer, or other independent qualified custodian. Participants will receive account statements at least quarterly. Clients should carefully review account statements for accuracy.

**Investment Discretion:** As described herein, TRA relies on Morningstar as an Independent Financial Expert for the Managed Advice service, but upon receiving written authorization, TRA is deemed to have limited discretionary investment authority to provide the Managed Advice services. TRA does not have discretionary authority with regard to a plan's overall investment line-up. TRA does not have discretionary authority with the one-on-one participant advisory services. Sponsors and participants maintain the ability to impose reasonable restrictions on the Managed Advice services.



**Voting Client Securities:** TRA does not accept authority to vote proxies on investment funds held in client accounts.

**Financial Information:** We are not subject to any financial condition that is reasonably likely to impair our ability to meet our commitments to clients.

**Transamerica Retirement Advisors, LLC  
FORM ADV PART 2B BROCHURE SUPPLEMENT**

This brochure supplement provides information about the below-named advisory personnel of Transamerica Retirement Advisors, LLC (“TRA”) that supplement’s TRA’s brochure. You should have received a copy of that brochure. Please contact TRA at (844) 622-2133 if you did not receive TRA’s brochure or if you have any questions about the contents of this supplement.  
440 MAMARONECK AVENUE, HARRISON, NY 10528, (844) 622-2133

**Educational Background and Business Experience**

<b>Rissa Koritzinsky (born 1984)</b>	<b>440 Mamaroneck Avenue, Harrison, NY 10528</b> Rissa Koritzinsky serves as Senior Manager, Advice, Portfolio & Planning Services of TRA and has been with the firm or its predecessor since 2012. Mrs. Koritzinsky holds a BA from the University of Rhode Island and a MBA from Fordham University.	<b>(914) 627-3000</b>
<b>Jay Hewitt (born 1962)</b>	<b>408 St. Peter St. Suite 230, St. Paul, MN 55101</b> Jay Hewitt serves as Vice President of TRA and has been with the firm since 2014. Mr. Hewitt holds a BA from University of Minnesota.	<b>(866) 368-0566</b>
<b>David Hopewell (born 1961)</b>	<b>4333 Edgewood Road NE, Cedar Rapids, IA 52499</b> David Hopewell serves as the head of Product Development for Transamerica and has been with the firm or its predecessor since 2005. He serves as Vice President and Director of TRA. Mr. Hopewell is a Fellow of the Society of Actuaries and holds a BS from Excelsior College.	<b>(319) 355-4135</b>

**Disciplinary Information:** There are no material legal or disciplinary events relating to the listed advisory personnel.

**Other Business Activities:** Jay Hewitt also serves as Vice President of Transamerica Advisors Life Insurance Company, Transamerica Casualty Insurance Company, Transamerica Financial Life Insurance Company, Transamerica Life Insurance Company, Transamerica Premier Life Insurance Company, and Transamerica Retirement Solutions, LLC. Mr. Hewitt is also the Manager and Vice President of Oncor Insurance Services, LLC and the Senior Vice President and Director of Transamerica Retirement Insurance Agency, LLC. David Hopewell also serves as Chairmen of the Board, President and Director for AEGON Institutional Markets, Inc. Mr. Hopewell is the Chief Product Officer and Senior Vice President for Transamerica Advisors Life Insurance Company, Transamerica Casualty Insurance Company, Transamerica Life Insurance Company, and Transamerica Financial Life Insurance Company and Transamerica Premier Life Insurance Company. Mr. Hopewell also serves as Vice President for Money Services, Inc. and a Director for Transamerica Resources, Inc. Mr. Hewitt is a registered representative of Transamerica Investors Securities Corporation (“TISC”), a broker-dealer that is affiliated with TRA. In the course of providing a full range of investment options to its pension management clients, registered investment products may be sold through an affiliated broker-dealer, and accordingly, TRA’s employees will be licensed registered representatives of TISC as necessary. Advisory personnel of TRA do not receive any form of commissions or other separate compensation from serving as a registered representative of TISC.

**Additional Compensation:** Advisory personnel named above do not receive any additional compensation or other economic benefit for providing advisory services to TRA clients, other than their salary, and any regular bonus payments, from TRA.

**Supervision:** The above advisory personnel are supervised by David Hopewell. Mr. Hopewell is a designated supervisor of TRA. He may be reached at (319) 355-4135. TRA utilizes various audit and monitoring/surveillance mechanisms to oversee the advisory activities of its personnel.