

# Fanplan

# Fanplan

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## Overview

The Fanplan facility is utilized by employers that sponsor SIMPLE IRA, 403B, SEP IRA and SARSEP accounts, for purposes of submitting contributions directly through the Transamerica funds website using the corporate bank account information of the employer.

Employers submitting purchases to SEP IRA accounts may use this facility to make employer contributions **only**. Employee contributions should be directed by personal check to Transamerica Investment Services.

Upon enrollment into the Fanplan program, employers will receive an operator ID and initial password to access the Fanplan facility. For security purposes, Transamerica Funds will not provide the access information within the same letter. Therefore, the information will be provided to the employer by means of two separate letters.

The first letter will contain the operator ID and the second letter will contain the initial password.

Employers enrolled in Fanplan may view existing participants, add new participants to a roster and make allocation changes on line. Prior to adding a new participant to a roster, Transamerica Funds must receive an application and the account must be established accordingly.

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## In this module

This module contains the following information:

Topic	See Page
Using Fanplan	3
Common Error Codes	23

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# Using Fanplan

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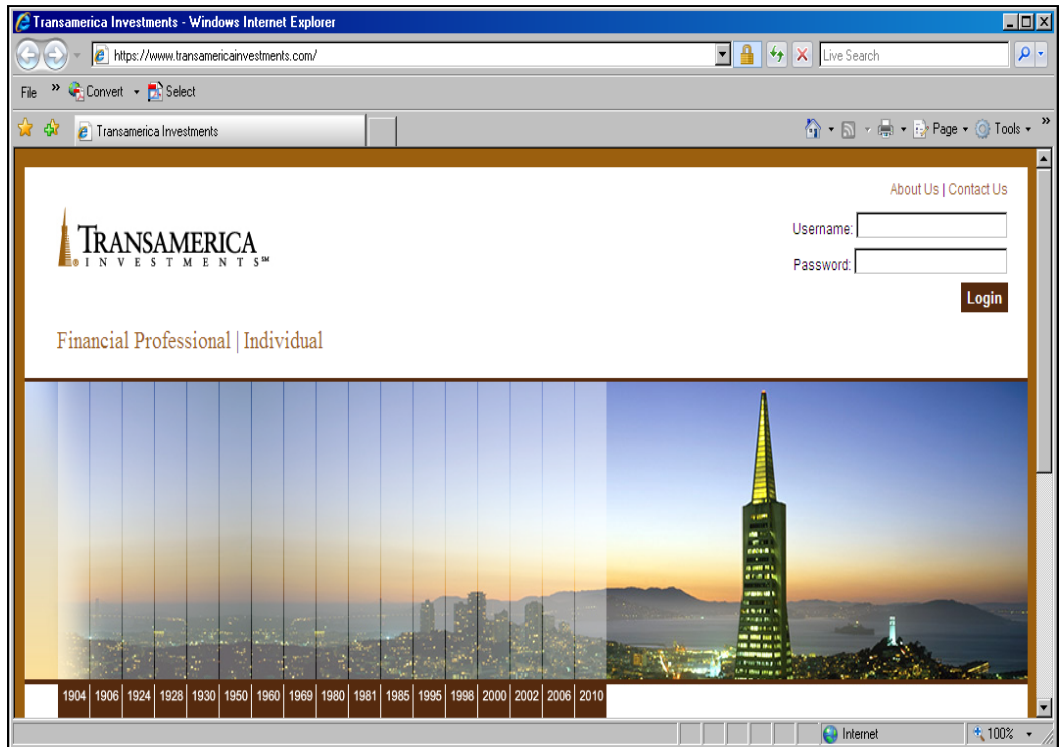
## Introduction

The following section provides instructions on how an employer can log into the Fanplan facility.

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## Transamerica Investments Website

The Fanplan facility is accessed from the home page of the Transamerica Investments website:



Step	Action
1	Access the Transamerica Funds Website at <a href="http://www.transamericainvestments.com">www.transamericainvestments.com</a>
2	Click on "Individual"

*Continued on next page*

# Using Fanplan, Continued

## Employer Login Link

The Fanplan facility is accessed by clicking on “Employer Login” on the Transamerica Investments homepage:

The screenshot shows the Transamerica Investments homepage. On the left is a 'Quick Links' sidebar with the following items: Fund Information, Performance, Retirement Planning, Prospectus & Reports, Forms & Applications, Manage My Account, and Employer Login. The main content area has a 'Welcome' header over a cityscape image. Below this is a paragraph of welcome text and a 'News' section with a table of recent articles. To the right is an advertisement for 'Transamerica Asset Allocation Portfolios' with a 'Lost decade?' graphic.

News	Release Date
Transamerica to Launch Transamerica WMC Quality Value this Fall	Sep 07, 2010
Transamerica Asset Management Group Wins 2010 Lipper Fund Award for Best Global Real Estate Fund	Mar 25, 2010
Transamerica Teams Up With Wellington Management to Offer a Diversified Growth Strategy to Retail Investors	Feb 08, 2010
Transamerica Asset Management Group Announces Reduced Pricing Structure for Transamerica Flexible Income	Jan 27, 2010
Transamerica Funds wins 10th DALBAR Mutual Fund Service Award	Jan 06, 2010
Transamerica Asset Management Group Extends Enhanced Purchase Privilege on Transamerica Short-Term Bond	Dec 31, 2009

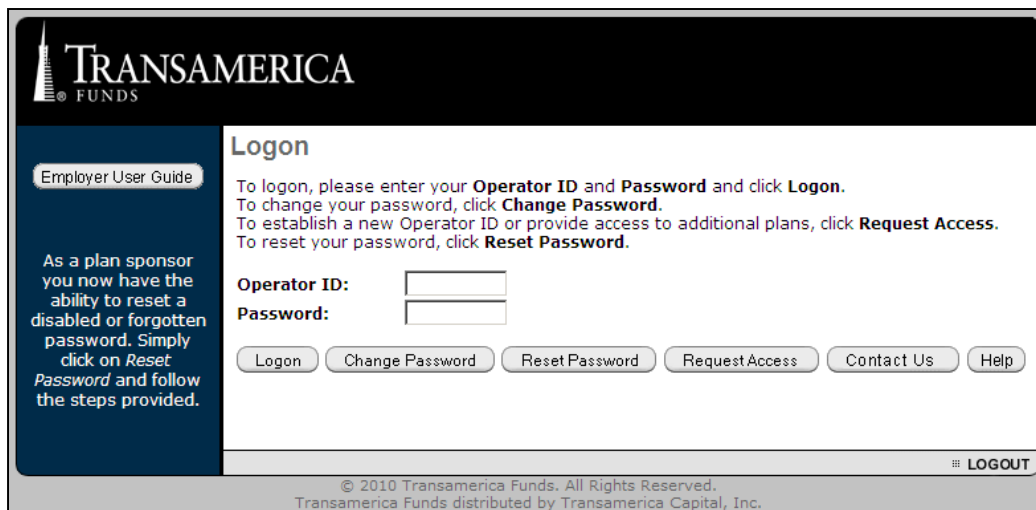
Step	Action
3	New and/or existing Fanplan Participants (Employers) should click on “Employer Login” on the Transamerica Investments home page to access the Fanplan Facility

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## Using Fanplan, Continued

### Logon

The next screen the employers will access is the Logon screen:



Step	Field	Action
4		<p>Employers that would like to enroll in the Fanplan program should click on the Request Access button to proceed to the Access Request Form.</p> <p>This form must be completed, printed and faxed or mailed to Transamerica Funds (see Page 6).</p> <p>They may also utilize the Group Investment Remittance &amp; Access Request form located on the website.</p>
5		<p>Click on “1<sup>st</sup> time users click here” to access a help sheet for submitting allocations</p> <p><b>Note:</b> This link is intended for employers that have already established access to the Fanplan Facility.</p>

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## Using Fanplan, Continued

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### Logon (continued)

Step	Field	Action
6	Operator ID	Enter first 8 digits of the Group number
7	Password	Enter Password (see section below)  <b>Note:</b> For first time users, the system will prompt for a password change.
8		Upon establishment of the new password and to return to the logon page: <ul style="list-style-type: none"><li>• Select Return to Logon</li><li>• Enter Operator ID</li><li>• Enter New Password</li><li>• Select the Logon button</li></ul>

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### Passwords

There are some additional facts to remember when establishing or resetting a password:

- The initial password will be the first 8 digits of the Group number
- The last 6-7 passwords will be stored in the system, therefore, passwords too similar to the previous one will not be accepted

Password resets do not require technical support, as they can be reset by a Manager in the Eoper facility in Session.

To change the initial password, follow the steps below:

Step	Action
1	Enter the password provided by Transamerica Funds in the Old Password box
2	Enter the new password in the New Password box
3	Enter the new password again, in the Verify New Password box
4	Press Confirm

**Note:** Passwords must be alpha-numeric and contain at least 7 characters.

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# Using Fanplan, Continued

## Plan Details

The Plan Details screen will be displayed upon logon completion. The Plan Detail information such as company name, bank information and participant information can be verified on this screen.

Contributions may be submitted using either the Import option or the Access Roster Option.

The import can be executed from the Plan Details page or the Roster Selection page:

**TRANSAMERICA FUNDS**

Employer User Guide Logoff  
Plan Selection

### Plan Details

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#### Plan Information

**Plan Name:** GPURCH FANPLAN TEST  
**Plan ID:** 734315035  
**Plan Sponsor E-mail:** MADAMOSKY@AEGONUSA.COM  
**Number of Participants:** 1

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#### Company Information

**Name:** GPURCH FANPLAN TEST  
**Address:** 570 CARILLON PKWY  
ST PETERSBURG, FL 33716

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#### Bank Information

**Bank Name:** WACHOVIA  
**Bank Address:** 301 S COLLEGE ST  
301 S COLLEGE ST CHARLOTTE NC, 28288  
**Bank Account Number:** 0000000000001234  
**Name(s) on Account:** TEST  
**ABA Routing Number:** 063107513  
**Bank Account Type:** C

To import transaction data from an existing file, click **Import**.

**Note: Please ensure all participants have submitted an application and have an active account before including them on your roster. All active participants are listed below.** Import

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#### Participants

To access the Participant Allocation page for a specific participant, select the name link.

Name	SSN
<a href="#">ACCT, TEST</a>	593403587

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To access all rosters for this plan, click **Access Rosters**. Access Rosters Back Help

LOGOUT

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Continued on next page

## Using Fanplan, Continued

Step	Action						
9	<p data-bbox="548 302 1425 369">The next step will depend on whether this is the employers first time accessing the system:</p> <table border="1" data-bbox="548 407 1481 701"> <thead> <tr> <th data-bbox="548 407 1015 445">If</th> <th data-bbox="1015 407 1481 445">Then</th> </tr> </thead> <tbody> <tr> <td data-bbox="548 445 1015 520">This is the first time the employer is accessing the Fanplan facility</td> <td data-bbox="1015 445 1481 520">The employer should click the Import button</td> </tr> <tr> <td data-bbox="548 520 1015 701">This is not the first time the employer is accessing the Fanplan facility or the contributions change per pay period</td> <td data-bbox="1015 520 1481 701">The employer should click the Access Roster button</td> </tr> </tbody> </table>	If	Then	This is the first time the employer is accessing the Fanplan facility	The employer should click the Import button	This is not the first time the employer is accessing the Fanplan facility or the contributions change per pay period	The employer should click the Access Roster button
If	Then						
This is the first time the employer is accessing the Fanplan facility	The employer should click the Import button						
This is not the first time the employer is accessing the Fanplan facility or the contributions change per pay period	The employer should click the Access Roster button						

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## Using Fanplan, Continued

### Select Import File

When import option is selected the default CSV file must be used. FanPlan employers do not have the ability to create their own import file:

The screenshot shows the 'Import - Select File and Template' page in the Transamerica Funds system. The page header includes the Transamerica Funds logo and a navigation menu with 'Employer User Guide'. The main content area displays the plan name 'G PURCH FANPLAN TEST' and plan ID '734315035'. A section titled 'Create Your Import Files' provides instructions on downloading a file format and lists four required fields: Plan ID, SS (Social Security Number), ER Amount (Employer contribution amount), and SR Amount (Salary reduction contribution amount). It also includes specific instructions for 403(b)s, Simple IRAs, SARSEPs, and SEP IRAs. A 'Default CSV' link is provided. Below this, the 'Import Your File' section contains a text input field, a 'Browse...' button, and 'Import', 'Back', and 'Help' buttons. The footer includes a copyright notice for 2008 Transamerica Funds and a 'LOGOUT' button.

**Note:** Microsoft Excel is required to use the Import option.

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## Using Fanplan, Continued

### Default CSV File Link

The import process is started by selecting the Default CSV link.

After the Default CSV link has been selected, a file download box will appear. Click on Open to access spreadsheet.

A sample of the spreadsheet is attached below:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Plan ID	SSN	ER Amount	SR Amount										
2														
3														
4														
5														
6														
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Step	Field	Action
10	Plan ID	Enter Group ID number
11	SSN	Enter employee social security number
12	ER Amount	Enter employer amount  <b>Note:</b> The system will recognize this figure as dollars and cents and formatting the cells will not allow the information to be imported.
13	SR Amount	Enter Salary Reduction amount  <b>Note:</b> The system will recognize this figure as dollars and cents and formatting the cells will not allow the information to be imported.

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## Using Fanplan, Continued

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**Using the  
Import File**

Once all the information has been entered on the spreadsheet, click on the “X” located in the upper right corner of the spreadsheet to close the document.

The system will then prompt with three options:

- Yes – To save the changes/additions
- No – Changes/Additions will not be saved
- Cancel – To return to the spreadsheet if additional changes are necessary.

Once this file has been created, the employers may save this information under their own file. If Save is selected, a save dialogue box will appear on the next screen at which point the file must be named. The system will automatically select the CSV format and the document will be saved as a Microsoft Excel document.

If there are any errors on the spreadsheet, the file may be reopened to make the necessary corrections.

If the plan ID and Social Security Number fields are filled in, then there must be a figure in the ER/SR fields. These cannot be left blank. If the employer is not going to allocate anything for an employee, then they should omit that information on the spreadsheet entirely.

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## Using Fanplan, Continued

### Participant Import Financial List

Once the information has been saved, the Import-Participant Import Financial List will appear displaying the detail information if an error has been reported.

If there are no errors reported, the Employer will select the Confirm button.

Confirming the Participant Import Financial List will reappear with an option to continue to the Roster Details page (see below):

**TRANSAMERICA FUNDS**

**Import - Participant Import Financial List**

Plan Name: GPURCH FANPLAN TEST  
Plan ID: 734915035

**Financial Errors**  
There were no errors.

**Valid Financial Import Data**  
To import the following financial data, click **Confirm**.

Name	SSN
ACCT, TEST	593403587

Confirm Cancel

LOGOUT

Step	Action
14	Click on Confirm button

*Continued on next page*

## Using Fanplan, Continued

### Confirming Transactions

After confirming the entered information, the Participant Import Financial Confirmation screen will change to the following:

**TRANSAMERICA**  
FUNDS

**Import - Participant Import Financial Confirmation**

Plan Name: GPURCH FANPLAN TEST  
Plan ID: 73+315035

**Import Financial Results**

Financial transactions were imported successfully for the participants listed below.

Name	SSN
ACCT, TEST	593403587

Print Preview

To access the Roster Details page and begin roster processing, click the Continue to Roster Details button.

To download all records for the imported file, click the Download button.

Continue to Roster Details Download

Logout

Step	Action
14	Click on appropriate button: <ul style="list-style-type: none"><li>• Continue to Roster Details to begin processing</li><li>• Download to download all records for the imported file</li></ul>

*Continued on next page*

## Using Fanplan, Continued

### Plan Details

Employers may now use the Import file to process contributions. The Import option may be selected on the Plan Details page or the Roster Selection page.

Follow the steps below to import from either location :

Step	Action
16	Select Import, the system will present the Import Select File and Template page
17	Select Browse, a dialogue box will be presented in order to locate the saved CSV file
18	Select the file once the file has been located. The file will now be highlighted
19	Select Open. The file path will populate in the field next to Browse

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## Using Fanplan, Continued

### Operational & Training Development

Fanplan

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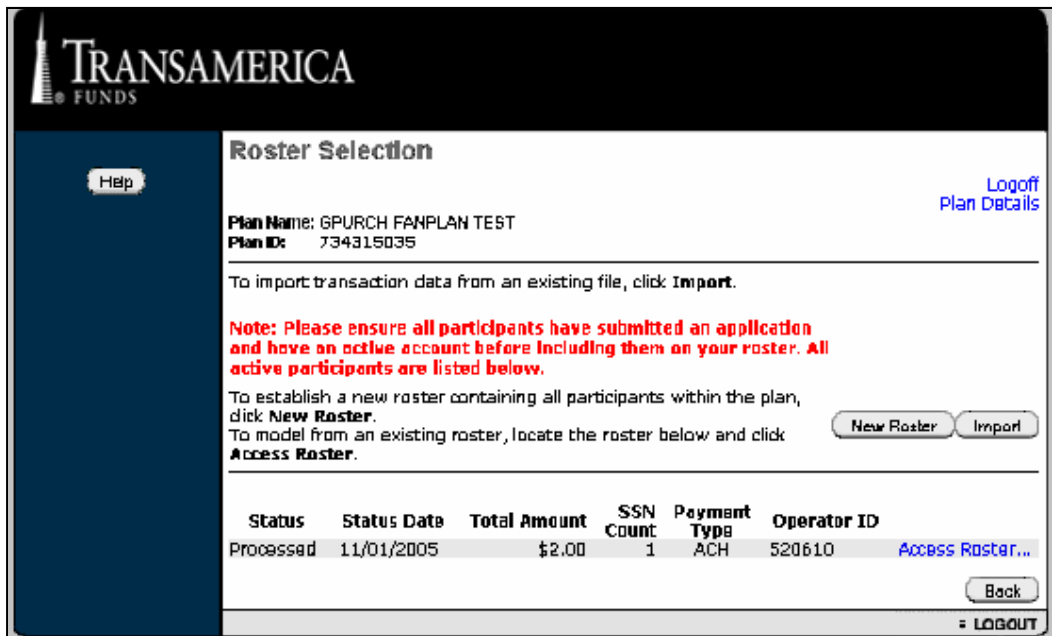
**Plan Details** (continued)

Step	Action
20	Select Import, the system will present the Roster Details page. All information from the CSV file will be pre-populated on the screen
21	Select Submit Roster, the system will present the Submit Roster Verification page
22	Select Confirm to complete the process. The system will present a confirmation
23	Click on Access Roster button

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**Roster Selection**

To submit the information through the Access Roster option, simply select Access Roster at the lower right corner of the Plan Details page.



**Roster Selection Options**

This screen is the Roster Selection screen. The options on this screen are:

- New Roster-displays the Roster Details page with a list of existing participants where changes can be made
- Import-will submit contributions from an existing roster for processing
- Access Roster-used to view a list of active participants or model an existing roster

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# Using Fanplan, Continued

**Roster Details**     Selecting Access Roster will display the Roster Details page.

This page will present two options:

- Model Roster
- Return to Roster Selection

**TRANSAMERICA FUNDS**

Employer User Guide

**Roster Details**

Please remember to save, submit, or delete your roster before accessing another website. This will ensure the integrity of the intended action and correct payment type.

Logoff Plan Selection

Plan Name: G PURCH FANPLAN TEST  
 Plan ID: 734315035  
 Status: Processed

Established Date: 11/06/2006 12:55:23 PM  
 Release Date: 11/06/2006 12:55:34 PM  
 Trade Date: 11/06/2006

Contribution Year: Current  
 Payment Type: ACH

**Participant Information**

NAME	SSN	Contribution Year	ER	SR	TOTAL
ACCT, TEST	593403587	Current	0.50	0.50	1.00
<b>TOTAL:</b>			0.50	0.50	1.00

Model Roster    Return to Roster Selection

LOGOUT

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Step	Action
23	Click on Model Roster button

*Continued on next page*



# Using Fanplan, Continued

**Roster Details** Clicking on Model Roster will access the Roster Details screen:

**TRANSAMERICA FUNDS**

Employer User Guide

**Roster Details** [Logoff Plan Selection](#)

Please remember to save, submit, or delete your roster before accessing another website. This will ensure the integrity of the intended action and correct payment type.

**Plan Name:** GPURCH FANPLAN TEST  
**Plan ID:** 734315035  
**Status:** Work-In-Progress

**Established Date:** 02/27/2008 09:05:55 AM  
**Release Date:**  (only applies to future-dated rosters)  
**Contribution Year:** Current  
**Payment Type:**  ACH  Check

**Participant Information**

To remove participants from the roster, select the checkboxes next to the participants and click **Remove Participants**.  
To access the Participant Allocation page, click the participant **Name** link.  
To submit a one-time amount change for a participant, enter the amount for the appropriate money type.

NAME	SSN	Contribution Year	ER	SR	TOTAL
<input type="checkbox"/> ACCT, TEST	593403587	Current	0.50	0.50	1.00
<b>TOTAL:</b>			0.50	0.50	1.00

[Remove Participants](#)

**Last saved:** 02/27/2008 09:16 AM

[Model Roster](#) [Save Roster](#) [Submit Roster](#) [Delete Roster](#) [Return to Roster Selection](#)

[LOGOUT](#)

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## Using Fanplan, Continued

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### Roster Detail Options

There are several options to select on the Roster Details screen:

- Remove Participants- removes a participant from a roster. This must be done from the Plan Details page
  - Add Participants- adds a participant to a roster. This must be done from the Plan Details page
  - Model Roster- if processing contribution information that is identical to a previous roster, select Model Roster. This screen will be displayed twice during the process
  - Save Roster- saves a roster
  - Submit Roster- submits the roster and proceeds to the confirmation page
  - Delete Roster- deletes a roster. Can only be utilized when the roster status indicates “Work in Progress”
  - Return to Roster Selection- returns to Roster Selection screen
  - Release Date- if payment is not going to be processed immediately, a specific date may be entered in this field. If payment is going to be processed immediately, this field will be left blank
- 

### Removing Funds from Fanplan

To remove a fund from the participants’ current allocation selections, enter the dollar amount as 00.00 in the box under Amount Allocated and follow the steps below:

Step	Action
25	Enter dollar/percentage amount in the box for Amount Allocated click on NEXT
26	The system will advance to the Participant Allocation Verification page
27	Select Confirm

Upon confirmation of the change the system will display the following message: “The following allocations were modified successfully”.

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## Using Fanplan, Continued

**Adding a Fund** To add a fund to the participants' current allocation selections, enter the dollar amount as 00.00 in the box under Amount Allocated and follow the steps below:

**TRANSAMERICA FUNDS**

**Participant Allocation**

Employer User Guide Logoff  
Plan Selection

Plan Name: GPURCH FANPLAN TEST  
Plan ID: 734315035  
SSN: 593403587  
Participant: ACCT, TEST

All share classes have a minimum investment requirement of \$1,000 per fund. These minimums are waived if you invest a minimum of \$50 per month, per fund/acct.

To change allocations for the participant enter the amounts and click **Next**.  
To advance to the appropriate money type, select the link below or use the scroll bar.

[Employer Reduction](#) [Salary Reduction](#)

**Employer Reduction** top

Allocations by:  Percentage  Dollar

Existing Fund	Fund/Account Number	Amount Allocated
TA IDEX MULTI-MANAGER INTERNATIONAL - C (778)	0000778/06500045876	\$ 0.02
TA IDEX TEMPLETON TRANSAMERICA GLB-A (209)	0000209/00000072203	\$ 0.00
TA IDEX TRANSAMERICA EQUITY - A (576)	0000576/06500045876	\$ 0.50
TA IDEX TRANSAMERICA HIGH YIELD BOND- A (211)	0000211/00000022222	\$ 0.00
<b>Total:\$</b>		0.52

**Salary Reduction** top

Allocations by:  Percentage  Dollar

Existing Fund	Fund/Account Number	Amount Allocated
TA IDEX MULTI-MANAGER INTERNATIONAL - C (778)	0000778/06500045876	\$ 0.25
TA IDEX TEMPLETON TRANSAMERICA GLB-A (209)	0000209/00000072203	\$ 0.00
TA IDEX TRANSAMERICA EQUITY - A (576)	0000576/06500045876	\$ 0.50
TA IDEX TRANSAMERICA HIGH YIELD BOND- A (211)	0000211/00000022222	\$ 0.00
<b>Total:\$</b>		0.75

Add Fund Next Back Help

LOGOUT

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Step	Action
28	Click on Add Fund button. A list of available funds will show on the following screen (see next page)
29	Select the fund and click on the circle in front of either percentage or dollar
30	Enter the amount under Amount Allocated
<b>Note:</b> Allocations must always equal 100 percent.	

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## Using Fanplan, Continued

Operational & Training Development  
Fanplan

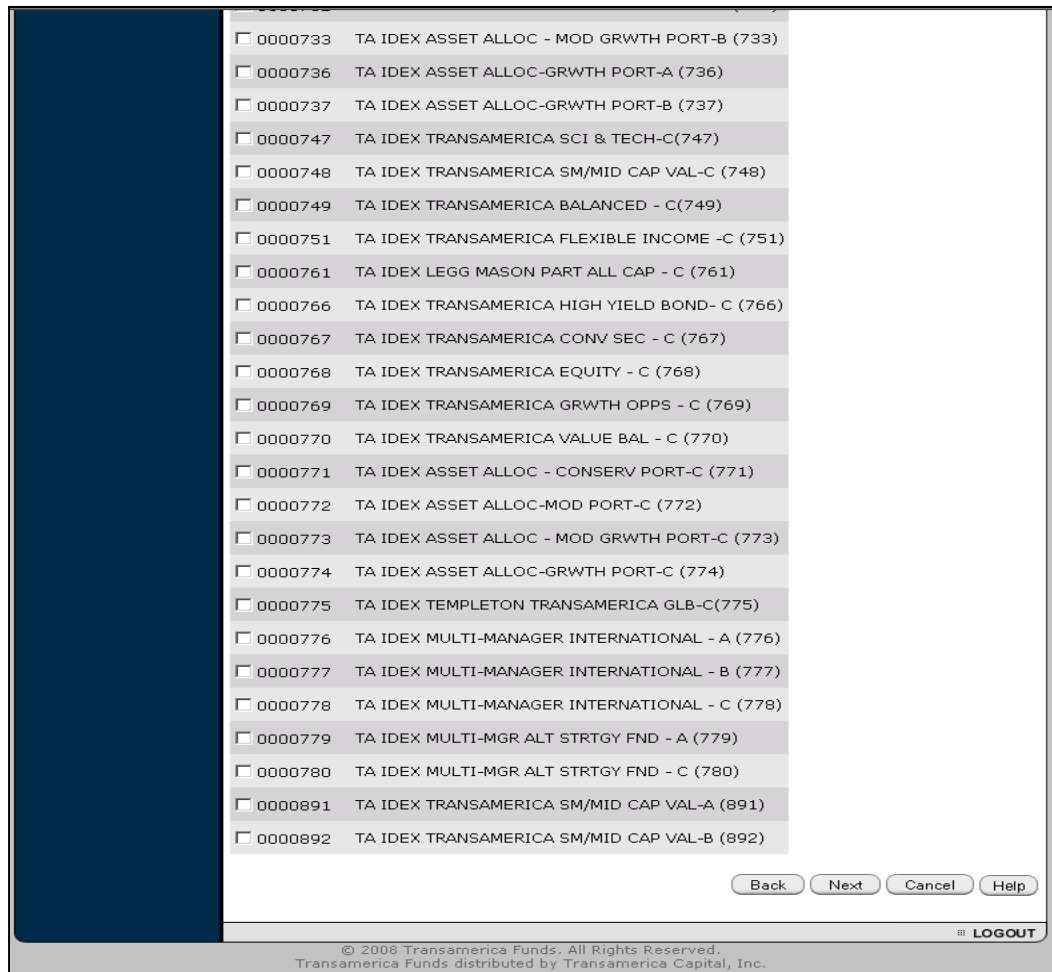
Revised 4/13/2011

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Step	Action
31	Click on Next button, the system will advance to the Participant Allocation Verification screen
32	Select Confirm

Upon confirmation of the change the system will display the following message:  
 “The following allocations were modified successfully”.

**Fund Selection** The screen attached below is the list of funds that can be added using Fanplan:



Once the transaction has been completed, click on the Return to Plan Details button to access the Plan Details screen.

*Continued on next page*

## Using Fanplan, Continued

**Submitting Roster**

Once the Roster Details screen is completed, the roster may be submitted:

**TRANSAMERICA FUNDS**

Employer User Guide

**Roster Details**

Please remember to save, submit, or delete your roster before accessing another website. This will ensure the integrity of the intended action and correct payment type.

Logoff Plan Selection

**Plan Name:** GPURCH FANPLAN TEST  
**Plan ID:** 734315035  
**Status:** Work-In-Progress

**Established Date:** 02/27/2008 09:15:06 AM  
**Release Date:**  (only applies to future-dated rosters)  
**Contribution Year:** Current  
**Payment Type:**  ACH  Check

**Participant Information**

To remove participants from the roster, select the checkboxes next to the participants and click **Remove Participants**.  
 To access the Participant Allocation page, click the participant **Name** link.  
 To submit a one-time amount change for a participant, enter the amount for the appropriate money type.

	NAME	SSN	Contribution Year	ER	SR	TOTAL
<input type="checkbox"/>	<a href="#">ACCT, TEST</a>	593403587	Roster Default	0.52	0.75	1.27
<b>TOTAL:</b>				0.52	0.75	1.27

Remove Participants

Last saved: 02/27/2008 09:20 AM

Model Roster Save Roster Submit Roster Delete Roster Return to Roster Selection

LOGOUT

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## Using Fanplan, Continued

### Submit Roster Verification

The information entered can be confirmed from the Submit Roster Verification screen:

**TRANSAMERICA FUNDS**

**Submit Roster Verification**

Plan Name: GPURCH FANPLAN TEST  
Plan ID: 734315035

You have chosen to submit the following roster.

Status	Status Date	Release Date	Contribution Year	Total Amount	SSN Count	Payment Type	Operator ID
Work-In-Progress	03/07/2006	03/07/2006	Current	\$2.00	1	ACH	GPURCH1

Confirm Back Cancel

LOGOUT

Step	Action
33	<p>Click on Confirm button after all information on this page has been verified for accuracy.</p> <p><b>Note:</b> Once the confirm button has been selected, the roster has successfully been submitted. The system will display the Roster Confirmation page and provide an option to print or return to the Roster Selection Page</p>

### Status Definitions

The status of the roster submission may show as one of several options:

- Work in Progress – This status indicates that a roster was created but was not submitted
- Expired – If a submission remains at a Work in Progress status for a number of days, the system will change the status to Expired. The roster will then need to be resubmitted
- Held – This status indicates that a contribution has been submitted
- Released – This status will appear when the submission has been confirmed and the payment is in the processing stage

# Common Error Codes

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**Introduction** The following section lists some of the common error codes that may appear and prevent entered information from being accepted.

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**Error Codes** The list below contains common error codes that will be helpful in troubleshooting.

Highlighted areas would be considered “technical” issues.

All other error codes will be entry errors by the Plan Administrator.

Web	FWEB3000	An invalid SSN was entered.
Web	FWEB3001	Date of Birth must be entered in MM/DD/YYYY format.
Web	FWEB3002	A Plan Name must be entered.
Web	FWEB3003	A Plan ID must be entered.
Web	FWEB3004	An existing account number within the plan must be entered.
Web	FWEB3005	A Plan Sponsor Name must be entered.
Web	FWEB3006	A Plan Sponsor Phone Number must be entered.
Web	FWEB3007	A Plan Sponsor E-Mail Address must be entered.
Web	FWEB3008	The Plan ID for an existing plan that you administer must be entered.
Web	FWEB3009	The Operator ID for an existing plan that you administer must be entered.
Web	FWEB3010	A Bank Account Type must be entered.
Web	FWEB3011	The first line of the name on the plan bank account must be entered.
Web	FWEB3012	The second line of the name on the plan bank account must be entered.
Web	FWEB3013	A bank routing number account must be entered.
Web	FWEB3014	A bank account number must be entered.
Web	FWEB3015	Authorization must be provided.
Web	FWEB3016	A Plan ID must be all numeric digits.
Web	FWEB3017	An Account Number must be all numeric digits.
Web	FWEB3018	An existing Plan ID must be all numeric digits.
Web	FWEB3019	An Operator ID can be up to 8 alphanumeric characters.
Web	FWEB3020	The provided E-Mail Address is invalid.
Web	FWEB3021	A Routing Number must be 9 numeric digits.
Web	FWEB3022	An account number can contain only numeric digits.
Web	FWEB3023	A valid bank account type (Checking or Savings)
Web	FWEB3024	An invalid bank account number has been entered.
Web	FWEB3025	Invalid date range.
Web	FWEB3026	Invalid From date.
Web	FWEB3027	Invalid To date.
Web	FWEB3028	Invalid template name.

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## Common Error Codes, Continued

Operational & Training Development

Fanplan

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Web	FWEB3029	Invalid file name.
Web	FWEB3030	No template was selected.
Web	FWEB3031	An operator ID is required to logon.
Web	FWEB3032	A valid operator ID is required to logon.
Web	FWEB3000	An invalid SSN was entered.
Web	FWEB3033	A password is required to logon.
Web	FWEB3034	Agreement must be provided.
Web	FWEB3035	Agreement must be provided.
Web	FWEB3036	You have selected the checkbox agreeing to the fund company terms and condition while also clicking the I Do Not Accept button.
Web	FWEB3037	The Operator ID must be provided.
Web	FWEB3038	An Operator ID can be up to 8 alphanumeric characters.
Web	FWEB3039	The old (existing)
Web	FWEB3040	The new password must be provided.
Web	FWEB3041	The new (verified)
Web	FWEB3042	The new password and new (verified)
Web	FWEB3043	The old password and new password must be different.
Web	FWEB3044	The type of data to search by must be specified.
Web	FWEB3045	The type of data to search by is invalid.
Web	FWEB3045	The value to search by must be specified.
Web	FWEB3046	The value to search by must be a valid plan id.
Web	FWEB3047	Invalid record layout identifier.
Web	FWEB3048	Invalid record layout type.
Web	FWEB3049	Invalid column delimiter.
Web	FWEB3050	Invalid row data start.
Web	FWEB3051	Invalid row heading start.
Web	FWEB3052	Invalid roster list request field.
Web	FWEB3053	An Import Exception has occurred.
Web	FWEB3054	Invalid number of fields.
Web	FWEB3055	Invalid field mapping.
Web	FWEB3056	Please select at least one shareholder to remove.
Web	FWEB3057	Invalid field translation.
Web	FWEB3058	The template already exists.
Web	FWEB3059	The user name or password entered is invalid.
Web	FWEB3061	The data mapping value is invalid.
Web	FWEB3062	There are no translations defined.
Web	FWEB3063	The translation mapped is not valid.
Web	FWEB3064	All dependant fields must be mapped.
Web	FWEB3065	No excluded fields can be mapped.
Web	FWEB3066	No excluded fields can be mapped.
Web	FWEB3067	An invalid plan id was entered.
Web	FWEB3068	An invalid roster id was entered.
Web	FWEB3072	The value to search by must be a valid SSN.

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## Common Error Codes, Continued

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Web	<b>FWEB3073</b>	<b>The column position entered is invalid.</b>
Web	FWEB3074	The new password you have entered is too similar to the previous password. Please try again.
Web	FWEB3075	Your password cannot be the same as your User ID.
Web	FWEB3076	Allocations must total 100 percent.
Web	FWEB3077	Select a valid allocation method.
Web	FWEB3078	Enter a valid amount.
Web	FWEB3079	Enter an amount greater than zero.
Web	FWEB3080	Enter an amount in a standard numeric format.
Web	FWEB3081	Select at least one fund.
Web	FWEB3082	Select an account from which to model.
Web	<b>FWEB3083</b>	<b>Excel imports are not allowed.</b>
Web	<b>FWEB3084</b>	<b>Plan ID must be mapped.</b>
Web	FWEB3085	Shareholder could not be added to the roster.
Web	FWEB3086	Shareholder could not be removed from the roster.
Web	FWEB3087	The roster could not be updated.
Web	FWEB3088	An invalid trade date was entered.
Web	FWEB3089	An invalid payment type was entered.
Web	FWEB3090	An invalid contribution year was entered.
Web	FWEB3091	An invalid as-of reason code was entered.
Web	FWEB3092	An invalid contribution amount was entered.
Web	<b>FWEB3093</b>	<b>Money type does not exist for vehicle.</b>
Web	<b>FWEB3094</b>	<b>Money type for vehicle not specified current/prior.</b>
Web	FWEB3095	Account marked as stop purchase.
Web	FWEB3096	Account is fid and not specified current/prior.
Web	FWEB3097	Account is closed.
Web	FWEB3098	No allocations found for money type.
Web	FWEB3099	Money type allocations are both percent and dollar.
Web	FWEB3100	Allocation rate does not equal 100%.
Web	<b>FWEB3101</b>	<b>Social code not allowed.</b>
Web	FWEB3102	Shareholder has zero or more than one model id.
Web	FWEB3103	Shareholder does not have allocations for money type.
Web	FWEB3104	Shareholder has multiple allocations for money type.
Web	FWEB3105	Shareholder does not have allocations for money type.
Web	FWEB3106	Shareholder has multiple allocations for money type.
Web	<b>FWEB3107</b>	<b>An undefined error was encountered while attempting to update roster.</b>
Web	<b>FWEB3108</b>	<b>At least one field must be mapped.</b>
Web	<b>FWEB3109</b>	<b>The column length must be a valid Integer.</b>
Web	<b>FWEB3110</b>	<b>The column length must be at least 9.</b>
Web	<b>FWEB3111</b>	<b>The column length must be at least 8.</b>
Web	<b>FWEB3112</b>	<b>The Shareholder Tax ID must be mapped.</b>
Web	FWEB3113	Contribution year missing.
Web	FWEB3114	Payment type missing.
Web	FWEB3115	Invalid operator ID.

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## Common Error Codes, Continued

Web	FWEB3116	Invalid password.
Web	FWEB3117	Bank information could not be retrieved for the provided bank routing number.
Web	FWEB3118	The value to search by must be a valid name.
Web	FWEB3119	No allocation changes were made.
Web	FWEB3120	As of Reason and As of Trade Date must be entered together.
Web	FWEB3121	Phone number must be at least 10 characters.
Web	FWEB3122	Template name contains invalid characters.
Web	FWEB3123	There are too many rosters to display
Web	FWEB3124	Please select at least one shareholder to add to roster.
Web	FWEB3125	Operator ID not enabled for plan processing.
Web	FWEB3126	No allocations were made to the new funds.
Web	FWEB3127	The date entered is not a valid business date.
Web	FWEB3128	Fund/Account not located.
Web	FWEB3129	Shareholder allocation status is invalid.
Web	FWEB3130	Shareholder has external vehicle for ACH purchase.
Web	FWEB3131	No shareholder money types added for new roster.
Web	FWEB3132	This template may not be deleted.
Web	FWEB2000	An xmlConfigFile entry was not defined in the client configuration file.
Web	FWEB2001	The XML configuration type specified was not defined in the XML configuration file.
Web	FWEB2002	The XML configuration file has not been loaded into ConfigFileLoader.
Web	FWEB2003	AWD configuration data was not found in the XML configuration file.
Web	FWEB2004	Email configuration data was not found in the XML configuration file.
Web	FWEB2005	Import configuration data was not found in the XML configuration file.
Web	FWEB2006	Mainframe configuration data was not found in the XML configuration file.
Web	FWEB2007	Site configuration data was not found in the XML configuration file.
Web	FWEB2008	Template configuration data was not found in the XML configuration file.
Web	FWEB2009	Custom error text data was not found in the XML configuration file.
Web	FWEB2010	Error parsing EMail notification template.
Web	FWEB2011	Error parsing AWD work item template.
Web	FWEB2012	Error parsing HTML template.
Web	FWEB2013	An error has occurred while attempting to pass control to another transaction.
Web	FWEB2014	Template configuration has defined a non-existent class for the requested transaction.

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## Common Error Codes, Continued

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Web	FWEB2015	An error has occurred while attempting to serve an HTML document.
Web	FWEB2103	Error creating AWD work item.
Web	FWEB2104	Error sending EMail notification.
Web	FWEB2105	Error parsing the import error XML.
Web	FWEB2106	Data dictionary database error has occurred.
Web	FWEB2107	Invalid data has been found. Please correct the data and try again.
Web	FWEB2108	The data dictionary has encountered an error connecting to the database.
Web	FWEB2109	The data dictionary application ID is missing.
Web	FWEB2110	A unique ID is required for custom data.
Web	FWEB2111	The index is out of range.
Web	FWEB2112	There has been an error reading the file.
Web	FWEB2113	There has been an error producing the file.
Web	FWEB2114	The layout identifier was not found.
Web	FWEB2115	The file was not found.
Web	FWEB2116	There has been an error initializing the data dictionary.
Web	FWEB2117	There has been an error producing the map.
Web	FWEB2118	Unable to locate the import file or the map file.
Web	FWEB2119	The data dictionary database is missing.
Web	FWEB2120	Unable to load XML map file.
Web	FWEB2121	Error getting the name of the database driver.
Web	FWEB2122	There has been an error with a sleeping thread.
Web	FWEB2123	There has been an error connecting to the data dictionary database.
Web	FWEB2123	There has been an error creating the initial statement in the data dictionary database.
Web	FWEB2124	There has been an error disconnecting from the data dictionary database.
Web	FWEB2125	There has been an error creating the prepared statement.
Web	FWEB2126	There has been an error setting up the prepared statement.
Web	FWEB2127	There has been an error setting the variables in the prepared statement.
Web	FWEB2128	There has been an error running the prepared statement.
Web	FWEB2129	There has been an error closing the prepared statement.
Web	FWEB2130	There are no attributes stored for the field.
Web	FWEB2131	There are no attributes stored for the dependant field.
Web	FWEB2132	There are no attributes stored for the exclusion field.
Web	FWEB2133	The application needs to be re-mapped.
Web	FWEB2133	This function group needs to be re-mapped.
Web	FWEB2134	An unrecoverable error has occurred within the Import Manager.
Web	FWEB2135	Invalid Plan ID.
Web	FWEB2136	The System is currently unable to log you on.

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## Common Error Codes, Continued

Operational & Training Development

Fanplan

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Web	FWEB2137	There has been an internal error
Web	FWEB2138	There has been an internal error
Web	FWEB2139	There has been an internal error
Web	FWEB2140	There has been an error retrieving the valid import templates.
Web	FWEB2141	Your user ID has been disabled. Please contact your Plan Sponsor support representative.
Web	FWEB2142	The user ID you have entered is already logged on to a system.
Web	FWEB2143	Too much data has been submitted for processing. Break the information into smaller chunks and re-try.
Web	FWEB2144	Unable to create internal import map file.
Web	FWEB2145	Unable to create internal import map.
Web	FWEB2146	Import data directory not defined.
Web	FWEB2147	Import unable to retrieve plan shareholder list.
Web	FWEB2148	Unable to save the import map file.
Web	FWEB2149	There has been an error with the mainframe import validation process.
Web	FWEB2150	There has been an error retrieving the import data from session.
Web	FWEB2151	There has been an error with the mainframe import update process.
Web	FWEB2152	There has been an error downloading the corrected import file.
Web	FWEB2153	Import unable to retrieve plan details.
Web	FWEB2154	Roster update failed.
Web	FWEB2155	Invalid data passed when changing password.
Web	FWEB2156	Record unavailable when changing password.
Web	FWEB2157	Potential duplicate detected when changing password.
Web	FWEB2158	Operator not signed on.
Web	FWEB2159	Operator not authorized.
Web	FWEB2160	Invalid pmode specified.
Web	FWEB2161	Roster delete failed.
Web	FWEB2162	Error retrieving bank information.
Web	FWEB2163	AWD Work Item billing error.
Web	FWEB2164	Import billing error.
Web	FWEB2166	EMail notification billing error.
Web	FWEB2167	Error retrieving mainframe submit size limit.
Web	FWEB2168	Block handler not available.
Web	FWEB2169	Cannot instantiate block handler.
Web	FWEB2170	Cannot access block handler.
Web	FWEB2171	Cannot invoke block handler.

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