

***Summary of Material Modifications
to
CBIZ, Inc. Retirement Savings Plan***

This Summary of Material Modifications updates the Summary Plan Description for the Plan (employee booklet) that was previously distributed to you. This summary should be kept with your current booklet until an updated booklet is distributed to you.

*The following updates the definition of **Compensation** in the **GLOSSARY** of your employee booklet to describe changes in the Plan that are effective the first day of the Plan Year beginning on or after **July 1, 2007**:*

Compensation taken into account in determining the amount of contributions that you or your Employer can make to your Account generally does **not** include amounts paid to you after your employment terminates.
