

Sample article for organizations to use in reaching employees and customers

Provide the following helpful retirement savings information in your communication vehicles.

Midyear Retirement Savings Check-up

Are you saving enough to do the things you want to do when you retire? For example, take vacations or pursue your hobbies? The middle of the year is a good time to check whether you're taking full advantage of all your retirement savings opportunities, because you still have the remainder of the year to adjust your contributions.

Employer-sponsored retirement plan

Join the Plan - If you haven't already joined your employer's plan, enroll as soon as you can to increase your retirement savings. Many retirement plans have quarterly or semi-annual entry dates. Contact your employer to find out when you can participate and consider joining on the next entry date.

Salary Deferral Contributions - If your employer's plan allows you to contribute to the plan, remember that you can decrease your taxable income by making pre-tax salary deferral contributions. Many plans allow salary deferral elections to be submitted at anytime, so review your contribution rate to ensure you are contributing as much as legally possible.

The maximum annual salary deferral contributions allowed for 2011 are:

- \$16,500 to 401(k) or 403(b) plans
- \$11,500 to SIMPLE plans

If you are 50 or older by the end of the year, your plan may allow you to make additional catch-up contributions of:

- \$5,500 to 401(k) or 403(b) plans
- \$2,500 to SIMPLE plans

Many 401(k) plans also match some part of your salary deferral contributions. For example, your employer's plan may contribute 50 cents for every dollar you contribute to the plan up to a certain amount. Contact your employer for details and adjust your salary deferrals to take advantage of matching contributions.

Individual Retirement Arrangements (IRAs)

For 2011, you may be able to contribute to a traditional or Roth IRA the smaller of:

- \$5,000 (\$6,000 if you are age 50 or older), or
- Your taxable compensation for the year.

This is the most that you can contribute, regardless of whether the contributions are to one or more traditional or Roth IRAs or whether all or part of the contributions are nondeductible.

Some factors may limit or eliminate your ability to contribute to an IRA (e.g., your age, modified adjusted gross income, filing status and amount of compensation). Also, the amount

of traditional IRA contributions that you can deduct depends on whether you or your spouse were covered for any part of the year by an employer retirement plan, if your income is above certain thresholds.

Saving for retirement requires planning, so periodically review your retirement goals, savings options and annual contributions to maximize your retirement savings!

NOTE TO EDITOR: *Below are links to helpful retirement information on IRS.gov.*

- [Publication 590, Individual Retirement Arrangements \(IRAs\)](#) – comprehensive description of the rules for IRAs, including contribution and deduction rules and deadlines.
- [Plan Participant/Employee Web pages](#) – information on life events that can affect retirement savings and on various types of retirement plans.
- [Retirement Plans Frequently Asked Questions](#) - answers to commonly asked questions on a variety of retirement plan topics.