Choosing a Retirement Plan

Publication 4118 (Catalog Number 35198N)
Lots of Benefits when you set up an employee retirement plan
4” x 9” color tri-fold
Pub 4118 highlights the benefits of a retirement plan, the first steps in learning about and setting up a plan, and the stages in the “life” of a retirement plan.

Publication 3998 (Catalog Number 34066S)
Choosing a Retirement Solution for Your Small Business
8 ½” x 11” color pamphlet
Pub 3998 displays (in chart format) various plans and their features and options so you can more easily select a retirement plan that meets the needs of your business.

Establishing/Operating a Retirement Plan

Information about Retirement Plans - These multi-page publications highlight the advantages and important items to consider when establishing and operating various plans. They also feature resource sections telling business owners where they can find additional help.

- Publication 4222 (Catalog Number 37055P)
  401(k) Plans for Small Businesses
  8 ½” x 11” color pamphlet

- Publication 4333 (Catalog Number 38507U)
  SEP Retirement Plans for Small Businesses
  8 ½” x 11” color pamphlet

- Publication 4334 (Catalog Number 38508F)
  SIMPLE IRA Plans for Small Businesses
  8 ½” x 11” color pamphlet

- Publication 4336 (Catalog Number 38511C)
  SARSEP Salary Reduction Simplified Employee Pension for Small Businesses
  8 ½” x 11” color pamphlet

Plan Check-Up & Checklists “Check-ups” are available to help business owners who sponsor certain retirement plans develop a better understanding of the requirements of their plans. Each one-page checklist reflects common operating problems that may arise.

- Publication 4405 (Catalog Number 38980T), Have you had your Check-up this year? for SIMPLE IRAs, SEPs, and Similar Retirement Plans
- Publication 4284 (Catalog Number 37994X), SIMPLE IRA Plan Checklist

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Entities Division improve examination cycle time. These changes should result in starting examinations earlier after the date the return is filed.

There's a new emphasis involving the front-end processing of Employee Plans examinations. Changes have been made to the examination cycle time of S Corp ESOP and 412(i) plans. Also, EP is sending soft contact letters to inform plan sponsors that certain qualified plans are being targeted for examination.

From the column written by Michael Julianelle, EP Director of Examinations, on where he's focusing his efforts and the impact the changes will have.

Each edition of the Retirement Plans Community web page at www.irs.gov/ep/program news is available only on the internet. We won't clog up your email inbox with a big PDF file: when you subscribe, we'll just send you a message containing a clickable link to the new edition.

Employee Plans News - Spring 2005 Edition: Starting Examinations ASAP after Filing

- 401(k) PLAN CHECKLIST
  - Every year it is important that you review the requirements for operating your 401(k) retirement plan. This checklist is a "quick tool" to help you keep your plan in compliance with many of the important rules. Underlined text below indicates where you should refer for further information.
  - 401(k) contributions made by participants, and the employer may be used for all deferrals and allocations.
  - Elective deferrals are limited to $15,000 for 2006, including any designated RER retirement plan.
  - If you have a 401(k) plan, you must designate a SARSEP (Safe harbor 401(k)) plan. (See Publication 4335 for more information.)
  - If not ahead of the curve, you may have a mistake in the operation of your plan. You should consult an independent plan advisor to determine if your plan needs to be revised.
  - The Sarbanes-Oxley Act of 2002 (SOX) requires all publicly held companies to have an internal control attestation, including an attestation by the independent auditor. The Sarbanes-Oxley Audit Committee Act of 2002 also requires all public companies to establish an audit committee.
  - If your plan has not been updated to reflect EGTRRA, the IRS is offering a limited time for taxpayers to make corrections. If you are not sure whether your plan is up to date, contact your plan advisor or IRS Publication 4531 (7-2006) to determine if your plan is up to date.
  - The Department of Labor has increased funding to increase compliance in the retirement plan industry. This increase will be used to hire more plan examiners, who will be sent to your plan for an examination.

Publications

- **Publication 4285 (Catalog Number 37997E)**, SEP Checklist
- **Publication 4286 (Catalog Number 37998P)**, SARSEP Checklist
- **Publication 4531 (Catalog Number 48552T)**, 401(k) Plan Checklist

**Publication 4395 (Catalog Number 38889N)**
**Individual Retirement Arrangement (IRA) Resource Guide for Small Business Owners and Individuals**

CD/ROM

Pub 4395 provides one-stop information to set-up, contribute to, invest in, and distribute from a Traditional IRA, Roth IRA, SEP, SIMPLE IRA, and Payroll Deduction IRA plan.

**Publication 4224 (Catalog Number 37058W)**
**Retirement Plan Correction Programs**

8" x 6" color tri-fold

Pub 4224 provides information describing retirement plan correction programs offered by the IRS, U.S. Department of Labor, and Pension Benefit Guaranty Corporation. These correction programs encourage plan sponsors to correct plan mistakes earlier rather than later. The IRS correction programs allow sponsors to correct these mistakes and thereby continue to provide their employees with retirement benefits on a tax-favored basis.

**Publication 4050 (Catalog Number 34390V)**
**Retirement Plan Correction Programs**

CD/ROM

Pub 4050 is a CD-ROM containing a comprehensive guide to the IRS, U.S. Department of Labor, and Pension Benefit Guaranty Corporation correction programs.

**Newsletters** – These periodic newsletters are sent to subscribers only through email. Free subscriptions are available at www.irs.gov/ep

- **Publication 4278 (Catalog Number 37968B)**, Retirement News For Employers – Designed for small business owners and employers, this newsletter provides practical retirement plan information.
- **Publication 3749 (Catalog Number 31746D)**, Employee Plans News – Designed specifically for retirement plan practitioners (attorneys, accountants, actuaries and others) this newsletter presents detailed information to help you with retirement plans.


Retirement Plans Questions: Call 877-829-5500