



NORTHEAST
RETIREMENT PLAN ADVISORS

2021

COMPLIANCE CALENDAR FOR 401(K) PLANS

*Complimentary retirement plan
compliance and notice requirements
calendar**

*The deadlines in this calendar are for plans with
calendar-year plan years.

January

15

Provide/Confirm prior year census data

31

Deadline: Sending Form 1099-R to participants who received distributions during previous year*

February

15

Review/Approve compliance testing results

28

Deadline: Filing Form 1099-R with IRS to report distributions made in previous year Deadline for electronic filing is March 31*

March

15

Deadline: ADP/ACP test corrective distributions to avoid excise taxes, unless EACA for full year 2020

Note: A special deadline may apply to plans that satisfy the requirements of an eligible automatic contribution arrangement (EACA). See "June."

Deadline: Filing partnership tax returns and contribution deadline for deductibility (without extension) for companies operating on calendar-year fiscal year

Deadline: Requesting automatic extension to September 15 for partnership tax returns

31

Deadline: Electronic filing of Form 1099-R to report distributions made in previous year

April

1

Required: Beginning date for participants attaining age 72 or retiring after age 72 in prior year

Deadline: Taking first required minimum distribution (RMD) under Internal Revenue Code (IRC) Section 401(a)(9)**

15

Deadline: Processing corrective distributions for IRC Section 402(g) excesses

Deadline: Filing individual tax returns

Deadline: Contribution deadline for deductibility for self-employed individuals (without extension)

Deadline: Requesting automatic extension to October 15 for individual and corporate tax returns

May

June

30

Deadline: processing corrective distributions for failed ADP/ACP test from plan with EACA without 10% excise tax (if applicable)



*The deadlines in this calendar are for plans with calendar-year plan years.

**The CARES Act provides a waiver of RMDs for defined contribution plans and IRAs for 2020.

July

29 | **Deadline: Sending Summary of Material Modification (SMM)** (210 days after end of plan year in which the amendment was adopted)

31 | **Deadline: Filing Form 5500** (without extension)

Deadline: Filing Form 5558 to request automatic extension of time to file Form 5500 (to October 15)

Deadline: Filing Form 5330—Return of Excise Taxes Related to Employee Benefit Plans—used to report and pay excise taxes on prohibited transactions and excess 401(k) plan contributions that occurred in prior year

August

September

15 | **Extended deadline: Filing tax returns** for partnerships

Final deadline: Contribution deadline for deductibility for calendar-year partnerships and S-corporations

30 | **Deadline: Distributing Summary Annual Report (SAR)** to participants, unless deadline for Form 5500 was extended, then two months after due date for Form 5500 (December 15)

October

15 | **Deadline: Adopting a retroactive amendment to correct an IRC Section 410(b) coverage or IRC Section 401(a)(4) nondiscrimination failure**

Extended deadline: Filing Form 5500

Extended deadline: Individual and/or corporate tax returns and final contribution deadline for deductibility for these entities

November

December

1 | **Deadline: Sending annual 401(k) and (m) safe harbor notice**

Deadline: Sending annual QDIA, qualified default investment alternative notice

Deadline: Sending annual automatic contribution arrangement notice

For administrative ease, a combined notice may be provided for the above notices

Extended deadline: Distributing SAR to participants

15 | **Deadline: Processing corrective distributions** for failed ADP/ACP test with 10% excise tax

31 | **Deadline: Correcting a failed ADP/ACP test** with qualified nonelective contributions (QNECs)


Deadline: Amendment to convert existing 401(k) plan to safe harbor design for next plan year (provided notice requirement is met)


Deadline: Amendment to remove safe harbor status for next plan year

Deadline: Amending plan for discretionary changes implemented during plan year (certain exceptions apply)

Larry Kavanaugh, Jr. AIF®, CPFA, CLU, ChFC

 L.Kavanaugh@nebstpa.com

 716.674.6200 x237

 716.674.7000

 www.NEAdvisorsGroup.com

Reminder: Required fee disclosures

PLAN SPONSOR

Initial disclosure: Required within a reasonable period before the contract is entered into or renewed

Annual disclosure: Required following changes in investment information

Additional disclosures: Required no later than 60 days after the effective date of the change for changes in compensation or services provided

PARTICIPANT

Initial disclosure: Required on or before the date when participants can first direct investments

Annual disclosure: Required to be updated and distributed at least annually

Additional disclosures: Required at least 30 days, but no more than 90 days, prior to certain plan changes







2021 COMPLIANCE CALENDAR FOR 401(K) PLANS



Larry Kavanaugh, Jr. AIF®, CPFA, CLU, ChFC

Northeast Retirement Plan Advisors
950-A Union Rd.
Suite 31
Buffalo, NY 14224

 L.Kavanaugh@nebstpa.com
 716.674.6200 x237
 716.674.7000
 www.NEAdvisorsGroup.com

Securities and advisory services offered through LPL Financial a registered investment advisor, Member FINRA/SIPC.

This information was developed as a general guide to educate plan sponsors and is not intended as authoritative guidance or tax/legal advice. Each plan has unique requirements and you should consult your attorney or tax advisor for guidance on your specific situation.

©401k Marketing, LLC. All rights reserved. Proprietary and confidential. Do not copy or distribute outside original intent.