

2021 RETIREMENT PLAN COMPLIANCE CALENDAR

COURTESY OF STONES
RIVER CONSULTING



Stones
River
Consulting^{INC}

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JANUARY

- 1:** Start counting hours for long-term, part-time participants. (Plan Sponsor)
- 31:** Forms 1099-R (Distribution for Pension, Annuities, Retirement or Profit Sharing Plans, IRAs, Insurance Contracts, etc.) must be mailed to participants to report distributions and federal income tax withholding during the prior calendar year. (Recordkeeper)
- 31:** Form 945 (reporting federal income tax withholding during the prior calendar year) must be filed with the IRS. However, if all withheld tax has been deposited in a timely manner to the IRS, the deadline is extended to February 10. (Recordkeeper)

FEBRUARY

- 15:** Deadline to submit census to Stones River Consulting. (Plan Sponsor)
- 28:** Forms 1099-R must be filed with the IRS. (Recordkeeper)

MARCH

- 15:** IRS deadline for processing corrective distributions due to a failed Actual Deferral Percentage (ADP) or Actual Contribution Percentage (ACP) test without the 10% excise tax. (TPA, Plan Sponsor, Recordkeeper)
- 15:** For S Corps or Partnerships (with no tax return extension), employer contributions must be remitted in order to take tax deduction. (TPA, Plan Sponsor)
- 15:** Deadline to adopt a profit sharing plan for 2020 for S Corps or Partnerships with no tax return extension. (TPA, Plan Sponsor)

APRIL

- 1:** IRS deadline for participants to take their initial Required Minimum Distribution (RMD). All subsequent RMD's must be taken by December 31 of each year. (TPA, Plan Sponsor)
- 15:** For C Corps and Sole Proprietors (with no tax return extension), employer contributions must be remitted in order to take tax deduction. (TPA, Plan Sponsor)
- 15:** IRS deadline for processing corrective distribution for 402(g) Excess Deferrals. (TPA, Plan Sponsor, Recordkeeper)
- 15:** Deadline to adopt a profit sharing plan for 2020 for C Corps or Sole Proprietors with no tax return extension. (TPA, Plan Sponsor)

MAY

JUNE

- 30:** Deadline for processing corrective distributions for failed ADP/ACP tests from plans with EACA without 10% excise tax. (TPA, Plan Sponsor, Recordkeeper)

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JULY

- 31:** IRS deadline for filing Form 5500 without an extension, or filing Form 5558 to extend Form 5500 filing date. (TPA, Plan Sponsor)

AUGUST

SEPTEMBER

- 15:** For S Corps or Partnerships with tax extension, employer contributions must be remitted in order to take tax deduction. (TPA, Plan Sponsor)
- 15:** Deadline to adopt a profit sharing plan for 2020 for S Corps or Partnerships with tax return extension. (TPA, Plan Sponsor)
- 30:** IRS deadline for distributing Summary Annual Report (SAR) to participants unless Form 5500 was extended. If extended, it is due December 15. (TPA, Plan Sponsor)

OCTOBER

- 1:** IRS deadline to establish a new Safe Harbor 401(k) plan for the current calendar year. (TPA, Plan Sponsor, Advisor)
- 15:** IRS deadline for adopting a retroactive amendment to correct a 410(b) Coverage or 401(a)(4) Nondiscrimination failure. (TPA, Plan Sponsor)
- 15:** For C Corps and Sole Proprietors with tax extension, employer contributions must be remitted in order to take tax deduction. (TPA, Plan Sponsor)
- 15:** Deadline to adopt a profit sharing plan for 2020 for C Corps or Sole Proprietors with tax return extension. (TPA, Plan Sponsor)

NOVEMBER

- 1:** Last day to provide the annual SIMPLE IRA or SIMPLE 401(k) plan notice to eligible employees as to whether the employer required contributions will be matching or nonelective contributions. (Plan Sponsor, Advisor)
- 30:** Deadline to convert existing 401(k) Plan to Safe Harbor plan using 3% non elective contribution. (TPA, Plan Sponsor)

DECEMBER

- 1:** IRS/ERISA deadline for sending annual Safe Harbor, Qualified Default Investment Alternative (QDIA), and Automatic Contribution Arrangement (ACA) notices to participants. (TPA, Plan Sponsor)
- 15:** ERISA extended deadline for distributing Summary Annual Notice (SAR) to participants. (TPA, Plan Sponsor)
- 31:** IRS deadline for correcting all other compliance issues such as 415(c) Excess Annual Additions, Top Heavy contributions, 404(a)(3) Employer Deductibility. (TPA, Plan Sponsor)
- 31:** IRS deadline for participants to take Required Minimum Distributions (RMD). (TPA, Plan Sponsor)
- 31:** IRS deadline for processing corrective distributions due to a failed Actual Deferral Percentage (ADP) or Actual Contribution Percentage (ACP) test with the 10% excise tax or correcting failure with a Qualified Nonelective Contribution (QNEC). (TPA, Plan Sponsor)
- 31:** Deadline to convert existing 401(k) Plan to Safe Harbor plan using 4% non elective contribution for 2020. (TPA, Plan Sponsor)