

Client Reporting Deadline For Pension & Profit Sharing Plans

(assuming a calendar year ending December 31,2005)

Due Date	Action Required	IRS Form Number	Deadline Description	Who is Responsible	Who Receives It
Each pay period	Timely & immediate forwarding of employees' elective 401(k) deferrals	None	Employers are required to forward employee deferrals to to the plan custodian (entity holding plan assets) as soon as administratively feasible. The Department of Labor may require an explanation if this forwarding of funds takes over 3 days from the payroll payment date.	Employer	Plan Trustee or Custodian
01/15/05	Fourth quarterly contribution to underfunded pension plan (where applicable)	None	Plan sponsors of certain underfunded pension plans are required to make quarterly contributions to the defined benefit pension plans. These quarterly payments are due 15 days after the end of each quarter of the plan year. (4/15, 7/15, 10/15 and 1/15)	Employer or Plan Sponsor	Plan Trustee or Custodian
1/31/2005	Report Plan Distributions to Participants	1099R copy B	Due on January 31 of the year following the year of the distribution.	Plan Payor or entity "holding" the plan's assets	Plan Participant
1/31/2005	Annual Return of Withheld Federal Income Tax	Form 945	Due 1/31/2005 or February 10, 2005 if client can demonstrate that the withheld income taxes were timely paid	Employer or Plan sponsor	IRS
2/28/2005	Report Plan Distributions to the IRS	Forms 1096 transmitting Form 1099R (copy A)	Due on February 28 of the year following the year of the distribution This is the same information reported on 1/31, except this copy goes to the IRS, vs. the participant	Plan Payor	IRS
2/28/2005	Estimated Premium Payment to Pension Benefit Guaranty Corp (PBGC Form 1-ES)	PBGC Form 1-ES	End of the second month of the plan year. This report and payment relates only to plan sponsors of defined benefit plan with over 500 or more participants in the preceding year.	Plan Sponsor in conjunction with BPI	PBGC
3/15/2005	Corrective Distribution (if ADP/ACP discrimination tests fail)	None	If discrimination test fail, corrective distributions are due (w/o penalty) 2.5 months after the plan year-end.	Employer in conjunction with BPI	Plan Participant
3/30/2005	ESOP Participant 's required Diversification of his/her account.	None	ESOP participants with at least 10 years of participation and who have attained age 55, must be allowed to diversify a certain percentage of employer securities (acquired after 1986) within 90 days after the close of each plan year. See BPI for additional details	Plan sponsor in conjunction with BPI	Plan Participant

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3/31/2004	Summary Plan Description. This SPD is a brief description of the more formal, legal plan document.	None	This Summary Plan Description (SPD) must be given to each new participant within 90 days of their first becoming a plan participant	Employer in conjunction with BPI	Plan Participant
3/31/2004	Excise Taxes relating to failure of plan to make corrective distributions re: ADP/ACP discrimination testing	Form 5330	Last day of the 15th month after the plan year-end where the corrective distributions were not made timely, ie (by 3/15)	Plan sponsor	IRS
4/15/2004	Corrective Distribution of Excess 401(k) Deferrals. The maximum deferral (w/o a catch-up contribution) is \$12,000 for calendar year 2003.	None	Due by April 15th regardless of the retirement plan's year-end.	Plan sponsor	Plan Participant
4/15/2004	First quarterly pension contribution installment for current year. (where applicable)	None	Pension contribution is due on the 15th day after the end of the first quarter of the year.	Plan sponsor	Plan Trustee or Custodian
4/30/2004	Annual statement of Pooled Funds (data needed for Form 5500 filing)	None	120th day after the end of the plan year	Bank or Insurance Company	Plan sponsor/ Employer
7/15/2004	Second quarterly pension contribution installment for current year (where applicable)	None	Pension contribution is due on the 15th day after the end of the second quarter of the year.	Plan sponsor	Plan Trustee or Custodian
7/28/2004	Summary of Material Modifications This (SMM) is used to report material changes in the plan to the plan participants. For example, changing plan eligibility would be a "material modification".	None	210th day after the end of the plan year in which the change to the plan was made	Plan sponsor	Plan Participant
7/31/2004	Excise Taxes on Prohibited Transactions occurring within the plan	Form 5330	Last day of the 7th month after the end of the year	Disqualified Person, or Plan Official Responsible for Prohibited Transaction	IRS
7/31/2004	Annual Return/Report of Plan	Form 5500 (w/attached schedules)	Last day of the 7th month after the end of the plan year	Plan sponsor (in conjunction w/ BPI)	Department Of Labor

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7/31/2005	Extension of Time to File Annual Return/Report (Form 5500)	Form 5558	Last day of the 7th month after the end of the plan year.	Plan sponsor/ employer	IRS
9/15/2005	Minimum funding of pension plans	None	8.5 months after the end of the plan year of a defined benefit pension plan or money purchase plan.	Plan sponsor	Trustee or Plan custodian
9/30/2005	Summary Annual Report	None	Last day of the 9th month after the end of the plan year, or the extended due date of the Form 5500, described above	Plan sponsor in conjunction with BPI	Plan Participant
10/15/2005	Extended Due Date for Return/Report of Employee Benefit Plan (Form 5500)	None	2.5 months after the original due date for filing Form 5500 & related schedules	Plan sponsor in conjunction with BPI	Department of Labor
10/15/2005	Pension Benefit Guaranty Corporation Annual Premium Payment	PBGC Form 1 or 1-EZ	9.5 months after the end of the plan year. (For plan sponsors of defined benefit pension plan sponsors only).	Plan sponsor in conjunction with BPI	PBGC
10/15/2005	Quarterly Pension funding (where applicable)	None	Pension contribution is due on the 15th day after the end of the third quarter of the plan year.	Plan sponsor in conjunction with BPI	Trustee or Plan custodian
12/1/2005	Supplemental Notice for 401(k) "Safe Harbor Plans".	None	At least 30 days before the end of the plan year This notice describes to participants their rights and obligations under such a "safe harbor" plan.	Plan sponsor in conjunction with BPI	Plan Participants
12/31/2005	Minimum Distributions to Age 70.5 and over Plan Participants	None	By last day of the year in which the plan participant attains age 70.5, and for every year thereafter.. For the first year, such distribution can be deferred until April 1, of the following year.	Plan sponsor in conjunction with BPI	Plan Participants over age 70.5
12/31/2005	Prospective Amendment to Remove "Safe Harbor status" for following year.	None	Due by December 31.	Plan sponsor in conjunction with BPI	BPI Plan files
12/31/2005	Corrective Distribution of ADP/ACP Discrimination Testing failures with 10% Penalty Tax	None	Last day of the plan year following the plan year of the discrimination test failure.	Plan sponsor	Plan Participants
Each Year	Required Distributions for ESOPs. For ESOPs with employer stock acquired after 1986, participants may elect to receive distributions of their account balances according to certain statutory requirements.	None	Certain ESOPs with terminating participants must be allowed to elect a distribution of his/her account balance within a statutory time. See BPI for additional details	Plan sponsor in conjunction with BPI	Plan Participants