

BENEFIT SOLUTIONS

FEE SCHEDULE

December 2021

PLAN DESIGN AND INSTALLATION OF DOCUMENT FEES

Plan Document	\$750
Plan Document Class Allocation/Age Weighted	\$1,300
One Person 401(K)	\$0 / Only Admin Fee

Fees include the following services:

Plan Document Preparation
Summary Plan Descriptions for each eligible employee
Copies of Plan Document and Summary Plan Description for client

BASIC ANNUAL ADMINISTRATION FEES

One Person 401(k) Plan*	\$650*
<i>*Once a Non Highly Compensated Employee becomes eligible, use 401(k) fees listed below</i>	
Profit Sharing Basic Annual Administration Fee	\$800 + \$60 per participant
401(k) Basic Annual Administration Fee	\$1,200 + \$60 per participant
Age Weighted Basic Annual Administration Fee	\$1,200 + \$60 per participant
Class Allocation Basic Annual Administration Fee	\$1,500 + \$60 per participant
<i>(Additional Fee of \$100 if a 401(k) is added)</i>	

Fees include the following services:

Calculation of maximum employer contribution
Allocation break down of employer contribution
Preparation of any required testing
Preparation of IRS Form 5500 reports including all schedules
Individual Participant Benefit Statements
Summary Annual Report for each participant
Bound report to be sent to employer that includes the above information
Maintenance of records for current and prior years administration

SPECIAL SERVICE FEES IN ADDITION TO BASIC ANNUAL ADMINISTRATION FEES

Plan Amendments	\$250 minimum	Plan Takeover Fee	\$250 minimum
Loan Setup	\$100 per loan	Terminee 1099R	\$60 each
Life insurance policies	\$10 per policy	Loan Maintenance	\$60 each per yr
Self Directed Accounts	\$80 each per yr	Individually Allocated Accounts	\$20 each per yr
Unallocated Accounts	\$25 each per yr	ROTH Accounts	\$20 each per yr
Final 5500 and distributions	\$750 minimum	Trust Accounting	\$80 per hour
Research	\$100 per hour	Termination of plan	\$2500
5500 Extension	\$100	Rollover Accounts	\$200
Termination of Services	\$125 per hour, \$500 minimum		
Rush Fee	25% of annual fee – Rush fee is applicable when completed year end data is received in our office later than 45 days from the plan's extended tax filing deadline.		

TERMS OF PAYMENT-All Design and Installation Fees are due when the documents are completed. Basic Annual Administration Fee is due the last day of each plan year. The Special Service Fees are due at the completion of the work.

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