

# 2020 Compliance Calendar

## January

### January 31:

Deadline for sending Form 1099-R to participants who received distributions during previous year.

## February

### February 28:

Deadline for filing Form 1099-R with IRS to report distributions made in previous year.

## March

### March 16:

Deadline for processing corrective distributions for failed actual deferral percentage (ADP)/actual contribution percentage (ACP) test without 10% excise tax.

Deadline for filing corporate tax returns and contribution deadline for deductibility (without extension).

## April

### April 1:

Required beginning date for participants attaining age 70½ or retiring after age 70½ in prior year [Deadline for taking first required minimum distribution (RMD) under IRC Section 401(a)(9)].

### April 15:

Deadline for processing corrective distributions for 402(g) excesses.

## May

## June

### June 30:

Deadline for processing corrective distributions for failed ADP/ACP test from plan with EACA without 10% excise tax.

## July

### July 31:

Deadline for filing Form 5500 (without extension).

Deadline for filing Form 5558 to request automatic extension of time to file Form 5500 (2½ months).

Deadline for filing Form 5330-Return of Excise Taxes Related to Employee Benefit Plans.

## August

## September

### September 15:

Extended deadline for filing corporate tax returns and contribution deadline for deductibility.

### September 30:

Deadline for distributing Summary Annual Report (SAR) to participants, provided deadline for Form 5500 was not extended (later of 9 mos after close of plan year or 2 months after due date for Form 5500).

## October

### October 15:

Extended deadline for filing Form 5500.

Deadline for adopting a retroactive amendment to correct an Internal Revenue Code (IRC) Section 410(b) coverage or Section 401(a)(4) nondiscrimination failure for prior year.

Extended deadline for filing tax returns for unincorporated businesses and final contribution deadline for deductibility for these entities.

## November

## December

### December 1:

Deadline for sending annual safe harbor notice. Deadline for sending annual qualified default investment alternative (QDIA) notice.

### December 31:

Deadline for processing corrective distributions for failed prior year ADP/ACP test with 10% excise tax.

RMDs due under IRC Section 401(a)(9).

## Reminder: Required fee disclosures

### Plan sponsor/Service provider

- Initial disclosure: Required within a reasonable period before the contract is entered into or renewed.
- Annual disclosure: Required following changes in investment fees (e.g., expense ratios) and recordkeeping fees.
- Additional disclosures: Required following changes to compensation or services provided no later than 60 days from the date the changes are approved.

### 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 plan-related changes.

This chart is intended to provide plan sponsors with a list of notable deadlines and is not a substitute for consultation with ERISA counsel and in no way represents legal advice.