



# 2023 Compliance Calendar

For Calendar Plan and Fiscal Years

## January 1

- Insure payroll calculations are correct for the current limits:

Compensation Limit	<b>\$330,000</b>
DC Annual Addition Limit	<b>\$66,000</b>
401(k) Contribution Limit	<b>\$22,500</b>
Catch-up Contribution Limit	<b>\$7,500</b>

## January 31

- Send Form 1099-R to participants who received distributions during 2022
- File Form 945 to report taxes withheld from participants who received distributions in 2022

## February 14

- Distribute 4<sup>th</sup> quarter benefit statements and quarterly fee disclosures to participants in participant directed plans

## February 28

- File Forms 1099-R with IRS (paper) to report participant distributions made during 2022

## March 15

- Process corrective distributions for failed 2022 ADP/ACP tests without 10% excise tax (extended to June 30 for EACA plans)
- File partnership or s-corporation tax returns, and contribution deadline for deductibility (without extension)
- Request for automatic extension to September 15 to file tax returns

## April 1

- Required minimum distribution (RMD) beginning date for participants attaining age 72 or retiring after age 72 during 2022

## April 2

- Electronic Filing of Forms 1099-R to IRS to report participant distributions made during 2022

## April 13

- Process corrective distributions for excess 2022 salary deferrals

## April 14

- Distribute 1<sup>st</sup> quarter benefit statements and quarterly fee disclosures to participants

## April 15

- File individual or corporation tax returns; contribution deadline for deductibility (without extension)
- Request automatic extension of individual return to October 15 and the s or c-corporation return to September 15

## June 30

- Process corrective distributions for failed 2022 ADP/ACP tests for Eligible Automatic Contribution Arrangement (EACA) Plans without 10% excise tax

# **2023 Compliance Calendar**

## **July 27**

- Send Summary of Material Modification if amendments were adopted in 2022

## **July 31**

- File Form 5500 (without extension)
- File Form 8955-SSA (without extension)
- File Form 5558 to request extension of time to file Forms 5500 or 8955-SSA (to October 15)
- File Form 5330 to report and pay excise taxes on prohibited transactions or failure to correct prohibited transactions for 2022

## **August 14**

- Distribute 2<sup>nd</sup> quarter benefit statements and quarterly fee disclosures to participants

## **August 30**

- Deadline to declare Safe Harbor Election for 2023 for current year 401(k) only

## **September 15**

- Extended deadline to file c-corporate, s-corporate and partnership tax returns; contribution deadline for deductibility

## **September 30**

- Distribute Summary Annual Report (SAR) to participants, provided deadline for Form 5500 was not extended (later of 9 months after close of plan year or two months after due date of Form 5500)

## **October 2**

- Earliest date for providing the annual 401(k) safe harbor, QACA safe harbor, EACA, ACA, and QDIA notice (no earlier than 90 days before the beginning of the plan year)

## **October 15**

- Extended deadline to file Forms 5500 and 8955-SSA
- Adopt a retroactive amendment to correct a 410(b) coverage or 401(a)(4) nondiscrimination failure for 2022
- Extended deadline to file individual tax returns; contribution deadline for deductibility (for profit sharing plans of sole proprietors only)

## **November 14**

- Distribute 3 quarter benefit statements and quarterly fee disclosures to participants

## **December 1**

- 401(k) safe harbor, QACA safe harbor, EACA, ACA, and QDIA notice due 30 days before the beginning of the 2024 plan year

## **December 15**

- Extended deadline to distribute SAR to participants

## **December 31**

- Process corrective distributions for failed 2022 ADP/ACP testing with 10% excise
- Depositing any accrued Safe Harbor contributions for the prior year
- Correcting a failed 2022 ADP/ACP test with a qualified non-elective contribution
- Process Required Minimum Distributions (RMDs) due for applicable participants over age 72
- Amending plan for discretionary changes implemented during plan year
- Amending plan to change Safe Harbor status for 2023 plan year