

2023 401(k) Plan Compliance Calendar*

Questions? Please contact us at ipb@ipbtax.com or 202.393.7600

January	July
<p>January 31 – 2022 Form W-2 to employees or Form 8809 for 30-day extension</p> <p>January 31 – 2022 Form 1099-R to participants</p> <p>January 31 – Form 945 to IRS to report plan (nonpayroll) withholding for 2022 (extended to February 10 if all deposits made timely)</p>	<p>July 1 – Pre-approved plan restatement adoption deadline (Ann. 2020-7)</p> <p>July 29 – SMM or new SPD to participants for 2022 modifications</p> <p>July 31 – 2022 Forms 5500 and 8955-SSA to IRS or Form 5588 for automatic 2.5-month extension</p> <p>July 31 – 2022 Form 5500 to DOL/IRS or Form 5558 for automatic 2.5-month extension</p> <p>July 31 – Form 5330 to IRS (or Form 5588) for excise taxes on 2022 prohibited transactions</p> <p>July 31 – Individual statement to separated participants w/deferred vested benefits (if filed Form 8955-SSA)</p>
February	August
<p>February 14 – Q4 2022 benefit statement and fee disclosure to participants</p> <p>February 28 – 2022 Form 1099-R (paper version) to IRS</p>	<p>August 14 – Q2 2023 benefit statement and fee disclosure to participants (including new annual lifetime income illustration if not yet provided)</p>
March	September
<p>March 15 – Corrections for 2022 excess contributions under ADP/ACP testing to avoid 10% excise tax on corrective distributions</p> <p>March 31 – 2022 Form 1099-R (electronic version) to IRS</p> <p>March 31 – Form 5330 to IRS for 2021 excess contributions or Form 5558 for extension</p>	<p>September 30 – Summary annual report to participants if filed Form 5500 in July</p>
April	October
<p>April 1 – Required minimum distribution for 2022 for participants who attained age 72 in 2022</p> <p>April 15 – Unless plan provides earlier, deadline to refund 2022 deferrals in excess of 402(g) limit</p>	<p>October 15 – Form 5500 to DOL/IRS if obtained extension</p> <p>October 15 – Form 8955-SSA to IRS if obtained extension</p> <p>October 15 – Form 5330 for excise taxes on 2022 prohibited transactions if obtained extension</p> <p>October 15 – Individual statement to separated participants w/deferred vested benefits (if received extension for Form 8955-SSA)</p> <p>October 15 – Form 5310-A to IRS for QSLOB election for 2022 plan year</p>
May	November
<p>May 15 – Q1 2023 benefit statement and fee disclosure to participants</p>	<p>November 14 – Q3 2023 benefit statement and fee disclosure to participants</p>
June	December
<p>June 30 – Extended corrections deadline for 2022 excess contributions for some EACAs (eligible automatic contribution arrangements) to avoid 10% excise tax</p>	<p>December 2 – Safe harbor notice and QDIA notice to participants for 2024 plan year</p> <p>December 2 – Auto-enrollment notice to participants for 2024 plan year</p> <p>December 15 – Summary annual report to participants if filed Form 5500 in October</p> <p>December 31 – Plan amendments due for 2023 discretionary changes</p> <p>December 31 – Deadline under EPCRS for self-correction of significant operational failures relating to 2020 plan year (Rev. Proc. 2021-30)</p> <p>December 31 – Corrections for 2022 excess contributions under ADP/ACP testing (10% excise tax applies)</p> <p>December 31 – Allocate 2022 forfeitures (per IRS guidance saying forfeitures cannot be carried over to subsequent plan year)</p> <p>December 31 – 2023 required minimum distributions due (except for participants who attained age 72 in 2023)</p> <p>December 31 – Determination letter application (Form 5300) due for individually designed plans involving plan merger in 2022 (if corporate merger, acquisition, or other similar business transaction occurred in 2021 or 2022)</p>

*For calendar year plans. *Except for quarterly benefit statements and fee disclosures, if a deadline falls on a weekend or federal holiday, the deadline will be the next business day.