



# An **easy** to operate 401(k) plan for a small business with **10 or fewer** total employees

## Set up fees:

\$250 one-time fee for startup plans

\$500 one-time fee for takeover plans

## Administration fees:

\$475 –DIRECT platform

\$750 – SELECT platform  
(offering dependent on the program)

## Investments:

(dependent on the program)

Annuities

ETFs

Mutual funds

## Features:

Free tax reporting and Form 5500 reporting

Unlimited customer support for employers and employees

Automatic enrollment

The PLAN4TEN® offering is specifically designed for a small business with 10 or fewer total number of employees who desire an easy-to-operate 401(k) plan. PLAN4TEN® also serves as an excellent solution for an owner-only business that already has an individual 401(k) plan when they hire their first employee.

## PLAN4TEN® Benefits

- Provide a retirement benefit for employees while saving money with a low administrative cost 401(k) solution for small business.
- Focus on running the business with our convenient, low maintenance plan.
- Maximize savings by making the highest allowable contribution to accounts.
- Receive a taxable deduction when giving the required matching employee contributions.
- Satisfies the non-discrimination rules giving the owner the ability to save the maximum allowable amount.
- Consider the auto-enrollment option which requires employees to affirmatively opt out of the plan if they do not wish to participate.
- Full integration with PLANPAYROLL™.

## Tax advantages lower your costs

- If this is the company's first 401(k) plan, the business may be eligible for an annual tax credit for the first three years.
- Employee matching or profit sharing contributions are tax deductible for the business.
- The choice of pre-tax and/or after-tax personal contributions is an ideal way to enjoy tax-advantaged retirement investing.

## PLAN4TEN® Features

- Self-trustee plan requiring a prototype plan document.
- Accommodates any organization with 10 or fewer total number of employees.
- Safe Harbor 401(k) plan with choice in Safe Harbor employer contribution.
- Allows for higher deferral limit than a SEP or SIMPLE IRA.
- Accommodates integration with Social Security.
- Web-based contribution processing and ACH payment of deposits.
- Full-service, online access to administer and monitor the plan.
- Toll-free access to client contact center.
- Up to 15 investment options from a list of well known investment providers.
- Access to daily online statements.
- Access to participant loans.
- Allows for rollovers.
- Roth 401(k) feature available.
- Includes signature-ready Form 5500.



PAi

PLAN  TEN®

**Simple**

**Easy**

**Low Cost**

To request additional information or receive a proposal:

Contact us at:  
800.236.7400 option 1  
or  
[sales@pai.com](mailto:sales@pai.com)

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# Frequently Asked Questions

**Q. Who is the PLAN4TEN® best suited for?**

**A.** The PLAN4TEN® may be ideal for those companies that have 10 or fewer total number of employees in the organization (including full-time, part-time and/or any seasonal employees) and are willing to fund the employer Safe Harbor contributions on a per pay period basis.

**Q. What are the available investment options?**

**A.** The PLAN4TEN® DIRECT is a plan incorporating up to 15 proprietary investments of the partner. The PLAN4TEN® SELECT is a plan incorporating up to 15 investment selections of which at least 50% must be the partner's proprietary investments while the remaining 50% can be from a list of well known investment providers. The PLAN4TEN® SELECT offering is dependent upon the program selected.

**Q. What if the company has more than 10 total employees or grows beyond that after inception?**

**A.** If the company has more than 10 total employees, the PLAN4MOST® is designed to satisfy their needs. If the company grows beyond the 10 total employees after inception, the plan is required to migrate to the appropriate 401(k) product. The employer will be sent a notification and the applicable fee structure will take effect upon completion of the migration.

**Q. What is a Safe Harbor 401(k) plan?**

**A.** A Safe Harbor 401(k) plan is a 401(k) plan that automatically satisfies the non-discrimination rules for elective deferrals and employee contributions. For a 401(k) plan to be considered a Safe Harbor plan, employers must satisfy certain contribution, vesting and notice requirements.

**Q. What are the employer contribution requirements?**

**A.** The PLAN4TEN® is designed to meet non-discrimination requirements. The employer may choose between either an enhanced matching contribution of 100% of employee elective contributions on the first 4%, 5% or 6% of compensation or the non-elective contribution of 3% - 6% of compensation for all eligible employees. Both of these options are 100% vested and are required to be funded on a per pay period basis.

**Q. Does the PLAN4TEN® allow for profit sharing contributions?**

**A.** Yes, the PLAN4TEN® allows for the employer to make discretionary profit sharing contributions annually at the end of the year. The profit sharing contribution is subject to a vesting schedule and can also be integrated with Social Security without incurring additional fees.

**Q. What is the Roth 401(k) and is it available with the PLAN4TEN®?**

**A.** The Roth 401(k) allows participants the opportunity to contribute to the plan on an after-tax basis. Any earnings grow tax-free and qualified distributions are not subject to income tax. The Roth 401(k) is an optional feature to any 401(k) plan.

**Q. What types of employees can generally be excluded from the PLAN4TEN®?**

**A.** The exclusion of union employees are permitted in the event that the union and non-union groups of employees will run two separate 401(k) plans and the total number of employees in the non-union group would be 10 or fewer total employees.

**Q. When does the PLAN4TEN® have to be established?**

**A.** The plan must be established at least three months before the end of the plan year. Specific deadlines are set prior to the end of the year. PAi requires two to four weeks for the plan set up which is in addition to the three month requirement.



PLAN4TEN® is powered by PAi. PAi has been successfully servicing the small business industry for over 20 years by making strategic and effective investments in people, technology and processes. PAi delivers comprehensive solutions with a small business focus and high-touch and high-tech client care – all at affordable costs.