Client Roadmap: Setting Up Your OnePersonPlus® Defined Benefit Retirement Plan

Dedicated DB
Defined Benefit Services

STEP 1 Getting Started

- Estimate your maximum contribution and tax savings at onepersonplus.com/smallbusiness/pen.asp
- Call Dedicated DB for questions or a custom proposal at 1-866-269-2706.
- Review plan illustration with CPA or Finanical Advisor.

STEP 2 Open a Defined Benefit Plan (By Fiscal Year End)

- Complete Set-up Questionnaire providing detailed business/income profile.
- Sign completed Set-up Questionnaire and send with Set-up Fee to Dedicated DB.

STEP 3 Plan Design & Installation

- Dedicated DB will:
  - Design plan
  - Obtain Trust ID
  - Prepare Adoption Agreement & other plan documents
  - Send Welcome Kit with documents for client signature

STEP 4 Open and Fund the Investment Account

Once Adoption Agreement is signed, complete Investment Account Application using the Trust ID and instructions from Dedicated DB.

- Get investment account application for qualified retirement plans from financial institution of your choice.
- Select investments.
- Fund account with up to 50% of the estimated contribution amount prior to year-end.
- Contribute full amount by tax filing deadline plus extensions, but no later than 8 ½ months after plan year end.

STEP 5 Annual Review and Reporting

At year end, Dedicated DB requests information on business status and a copy of fiscal year end investment account statement.

- Send updated information to Dedicated DB.
- Dedicated DB performs actuarial calculations to determine the exact contribution amount and informs you of your final contribution amount for the tax year.
- Inform Dedicated DB when remainder of contribution is funded.
- Dedicated DB prepares Form 5500, other applicable tax forms and submits to the IRS.