

My Plan Administration Account (My PAA) Create a Comprehensive Filing for a Single-Employer Plan



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

My PAA Login Page


- Enter your User ID into the field labeled “User ID” on the My PAA login page.
- Enter your Password into the field labeled “Password”.
- Select the button labeled “Login”.


My PAA Login

Welcome to My Plan Administration Account (My PAA), where you can electronically submit pension plan premium filings and payments to PBGC.


What's New and How to Use My PAA

- [What's New for Practitioners](#): Premium filings for plan year 2015 may now be submitted.
- [What's New in My PAA](#)
- [Password Rules](#)
- [More about My PAA](#): e-filing options, payment options, FAQs, Tips, Users Manual, etc.

 **User ID:**

 **Password:**

(Case Sensitive)

 **Login**

[Forgot your User ID?](#) [Forgot your Password?](#)

[New users click here to sign up.](#)

SECURITY NOTICE AND WARNING

This website is a U.S. Government information system and is provided for authorized use only. Your usage of this system may be monitored, recorded, and subject to audit by PBGC. PBGC may use communications transmitted through, or data stored on, this information system for any official business purpose. This information system and its data are protected by U.S. federal laws, including, but not limited to, federal privacy laws, Title IV of ERISA, the Homeland Security Act, and the USA PATRIOT Act. Unauthorized use of this information system is prohibited and subject to criminal and civil penalties. Use of this information system by any individual, authorized or unauthorized, constitutes consent to these provisions. If you do not agree with these provisions, please close your browser or enter another URL to leave the site entirely.

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)

Copyright © 2011, PBGC. All rights reserved. Use of this website constitutes acceptance of our [Terms of Use](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Launch Page

- You are now logged into My PAA.
- If the Launch Page overlaid on top of your Home Page is displayed, select the “Create a Filing” link in the Returning User section.
 - ❖ The All Plans in Your Account Page will be displayed (Slide 5).
- If the Home Page is displayed, go to the slide 4.

Note: The Launch Page is intended to help you initiate the premium related tasks. If you prefer not to see this page when you login, check the “Do not show this page at login” box and select “Close”

My PAA (My Plan Administration Account) Launch Page

What do you want to do in My PAA (PBGC's premium e-filing application)?

Select the link(s) below to go to the section of the screens to initiate the tasks shown.

Shortcuts:

- [Review In-Process Filing\(s\)](#)
- [Create a Filing](#)
- [Import a Filing](#)
- [Upload a Filing](#)
- [Go to Home Page](#)
- [Go to a Plan's Page](#) (e.g., to review an Account History or Submit a Request)
- [Update or Deactivate My PAA Account](#)

Filing Coordinators:

- [Add a Plan](#)
- [Add a Practitioner](#)
- [Remove a Practitioner](#)
- [Change a Practitioner's Permissions](#)

Additional Resources:

- [Helpful Links](#)
- [Demo: Create a Comprehensive filing for Single-employer plan](#)
- [Demo: Create a Comprehensive filing for Multiemployer plan](#)
- [Demo: Review Plans and Correspondence in Your Account](#)
- [Demo: Submit Request, Penalty RFR or Refund](#)

☐ Do not show this page at login

Close

Create a Comprehensive Filing for a Single Employer Plan

From the Home Page

- Select the “Create a Filing” link for the appropriate plan in the Plans in Your Account section.
 - ❖ The “How to File” page will be displayed (Slide 6).

- If necessary, select the “View all Plans” link to see all of your plans (Slide 5).

Note 1: To successfully create a comprehensive filing, the plan must be in the “Plans in Your Account” section.

Note 2: You can search or sort the columns to find a particular plan.

Note 3: The Menu Bar on the top of every My PAA screen can be used to easily access other pages, e.g., the Launch Page, and Help information.

PBGC My PAA v 15.1.0.26
Welcome, Jack Black!

LAUNCH PAGE HOME PLANS FILINGS HELP DEMOS My Account Logout

Home Page

Quick Links

- Add Plan
- Create Filing
- Import Filing
- Upload Filing

Right Now

- 4 Filings Count (In-Process)
- 4 You Hold
- 0 Others Hold
- 6 Plans Count

In-Process Filings

[View all In-Process Filings >](#) [Instructions](#) [Clear Sort](#)

Filing	Last Routed	Plan Name	EIN/PN	Held By
2015 Comprehensive		My Retirement Plan	88-8888888 / 750	Jack Black
2015 Comprehensive	04/07/2015	Retirement Plan 4	55-6666666 / 777	Jack Black
2015 Comprehensive		Retirement Plan1	11-2222222 / 123	Jack Black
2015 Comprehensive		Retirement Plan2	22-3333333 / 444	Jack Black

Plans in Jack Black's Account

[View all Plans >](#) [Instructions](#)

Plan Name / EIN

Plan Name	EIN/PN	Actions
Pension Plan1	44-1111111 / 444	Create a Filing Invite a Practitioner
Retirement Plan 4	55-6666666 / 777	Create a Filing Invite a Practitioner
Retirement Plan1	11-2222222 / 123	Create a Filing Invite a Practitioner
Retirement Plan2	22-3333333 / 444	Create a Filing Invite a Practitioner
Retirement Plan3	44-5555555 / 777	Create a Filing Invite a Practitioner
Retirement Plan5	88-8888888 / 750	Create a Filing Invite a Practitioner

Import Software-Prepared Filing(s)

[Instructions](#) [+](#)

Upload Software-Prepared Filing(s)

[View all Uploads >](#) [Instructions](#) [+](#)

Create a Comprehensive Filing for a Single Employer Plan

From the All Plans in Your Account Page

- Select the “Create a Filing” link for the appropriate plan.
 - ❖ The “How to File” page will be displayed (Slide 6).

Note: You can search or sort the columns to find a particular plan.

[LAUNCH PAGE](#) [HOME](#) [PLANS ▾](#) [FILINGS ▾](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

All Plans in Jack Black's Account

[Instructions](#)
[Print this page](#)

Active Plans

[Search](#) [Clear Search](#)

[Invite Practitioner](#) [Remove Practitioner](#) [Move to Archived Plans](#)

Plan Name ▴	EIN/PN ▾	Actions	View Account History
Retirement Plan 1	10-4104104 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 2	44-4555222 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 3	44-4777888 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 4	55-6666666 / 777	Create a Filing	Account History <input type="checkbox"/>

Archived Plans

[Search](#) [Clear Search](#) [Move to Active Plans](#)

Plan Name ▴	EIN/PN ▾	Actions	View Account History
Retirement Plan 5	10-2102102 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 6	65-0425084 / 002	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 7	10-3103103 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 8	74-2980802 / 231	Create a Filing	Account History <input type="checkbox"/>

Create a Comprehensive Filing for a Multiemployer Plan

How to File Page

➤ Identify Filing Type:

- ❖ Select the “Continue” button to create a Comprehensive Premium Filing (plan years 2008 and later).

[LAUNCH PAGE](#)[HOME](#)[PLANS ▾](#)[FILINGS ▾](#)[HELP](#)[DEMOS](#)[My Account](#)[Logout](#)

How to File

Online filing with My PAA is a 4-step process:

[➤ More Details](#)

- 1 Start a Draft Filing
- 2 Edit Draft, Sign Filing, and Select Payment Alternative
- 3 Submit Filing with Payment (if any)
- 4 Receive Filing Confirmation

Click the continue button below to create a Comprehensive Premium Filing (plan years 2008 and later).
To submit a filing for plan years 1997 - 2007, click [HERE](#) to access prior year filing forms and instructions. For filings before 1997, please contact the Premium Customer Service Center via email (premiums@pbgc.gov) or 1-800-736-2444 and select option "2" for premiums.

Comprehensive Premium Filing (2008 and later) ▾

Cancel

Continue

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

- Identify Filing to be Made:
 - ❖ Enter or select the appropriate information for the filing, e.g., plan year beginning and ending dates and single-employer plan.
 - ❖ Select the “Continue” button to go to the next screen.

PBGC My PAA

[LAUNCH PAGE](#) [HOME](#) [PLANS](#) [FILINGS](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Step 1: Start a Draft Filing

Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

Please note: You will be automatically logged out of My PAA after 20 minutes of inactivity. This could result in a loss of any information you entered in My PAA.

1 Start a Draft Filing → **2** Edit Draft, Sign Filing, and Select Payment Alternative → **3** Submit Filing with Payment (if any) → **4** Receive Filing Confirmation

Identify Filing to be Made

[Cancel](#) [Continue >](#)

[Instructions](#)

Premium is for plan year commencing: Premium is for plan year ending:

If the plan year commencement date has changed since the most recent PBGC filing as a result of a plan amendment changing the plan year, enter the date the plan year change was adopted.

☐ This is an amended filing

☐ Multiemployer plan or ☒ **Single-employer plan** (Includes Multiple-employer plan) [Instructions](#)

Comprehensive Premium Filing [Instructions](#)

Proration
☐ Check box if plan qualifies to pay a prorated premium for this premium payment year (i.e., if plan has less than a full year of coverage).

Plan size
For the premium payment year, is the plan a "small" plan? ☐ Yes ☒ No

[Cancel](#) [Continue >](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

➤ Enter Plan Information:

- ❖ Enter or select the appropriate information for the filing, e.g., plan name and effective date.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

PBGC My PAA v.15.1.0.26

[LAUNCH PAGE](#) [HOME](#) [PLANS](#) [FILINGS](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

Enter Plan Information

[< Back](#) [Cancel](#) [Continue >](#)

[Instructions](#)

Plan name: Retirement Plan 4

Plan effective date: 01/01/2015

☐ Check box if plan is a new or newly covered plan and provide the following information:

Adoption Date: MM/DD/YYYY

Date coverage began on: MM/DD/YYYY

Is the plan a "continuation plan"? ☐ Yes ☐ No

[Instructions](#)

Previous filing EIN: 55-6666666 Previous filing PN: 777

Current EIN: 55-6666666 Current PN: 777

Form 5500 EIN and PN Information:
If the EIN and PN are not both the same as on the 2014 Form 5500, enter EIN and PN from 2014 Form 5500 and provide explanation:

EIN: ex. 11-1111111 PN: ex. 111

256/256 characters remaining

Character Limit 256

[< Back](#) [Cancel](#) [Continue >](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

➤ Enter Filing information:

- ❖ Enter or select the appropriate information for the filing, e.g., business code and CUSIP number.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

PBGC My PAA

[LAUNCH PAGE](#) [HOME](#) [PLANS ▾](#) [FILINGS ▾](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

1 Start a Draft Filing → **2** Edit Draft, Sign Filing, and Select Payment Alternative → **3** Submit Filing with Payment (if any) → **4** Receive Filing Confirmation

Enter Filing Information

[Instructions](#)

The business code does not appear to be valid. Please verify and change the entry if appropriate.

6-digit business code:

[Instructions](#)

First 6 digits of CUSIP number:

[Instructions](#)

Disaster Relief (enter code):
(For Disaster Relief Announcements, [click here](#))

[Instructions](#)

Is this plan exempt from the Variable-rate Premium?

☒ No.

☐ Yes, because the plan is a new or newly covered small plan other than a continuation plan.

☐ Yes, because the plan is undergoing a standard termination with a final distribution during the premium payment year.

☐ Yes, because the plan is undergoing a standard termination with a proposed termination date in a prior year
Proposed termination date:

☐ Yes, because the plan has no vested participants.

☐ Yes, because the plan is a 412(e)(3) plan.

[Instructions](#)

[Back](#) [Cancel](#) [Continue >](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing

Step 1: Start a Draft Filing Page

➤ Enter the Plan Sponsor and Administrator Information:

- ❖ Enter or select the appropriate information for the filing, e.g., plan sponsor name.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

1 → 2 → 3 → 4
Start a Draft Filing Edit Draft, Sign Filing, and Select Payment Alternative Submit Filing with Payment (if any) Receive Filing Confirmation

Enter Plan Sponsor and Administrator Information

< Back Cancel Continue >

Plan Sponsor Information [Instructions](#)

Name: Jack Black

Plan Administrator Information [Instructions](#)

Name: Retirement Plan 4
Country: United States
Address: 123 Test Way
City: Testcity State: VA Zip: 12345

Contact Person

Name (for "attention" line of mailings): Craig Pett
Phone: 1234567910 Ext: ex. 111111
E-mail: Test@testemail.com

Alternate phone number for Insured Plans List on pbgc.gov:

Alternative Phone: ex. 111-111-1111 Ext: ex. 111111

Additional Plan Contact (optional) [Instructions](#)

Name:
Phone: ex. 111-111-1111 Ext: ex. 111111
E-mail: ex. aa@a.com

< Back Cancel Continue >



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

➤ Calculate Premium Due:

- ❖ Enter or select the appropriate information for the filing, e.g., participant count date and the participant counts.
- ❖ Select the “Calculate” button.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

Note: Starting with this page, you can select the “Save & Exit” button to save the filing and logout of My PAA.

PBGC My PAA

[LAUNCH PAGE](#) [HOME](#) [PLANS](#) [FILINGS](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Step 1: Start a Draft Filing

[View Account History](#)

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777

1

2

3

4

Start a Draft Filing Edit Draft, Sign Filing, and Select Payment Alternative Submit Filing with Payment (if any) Receive Filing Confirmation

Calculate Premium Due

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit](#)

Flat-rate Premium

[Instructions](#)

Participant Count Date: 01/01/2015

Single-employer Flat-rate: \$57.00

Participant Count as of Participant Count Date:

Active:	700
Terminated Vested:	50
Retirees and Beneficiaries:	25

Total Participant Count: = 775

Flat-rate Premium: = \$44,175.00 [Calculate](#)

Variable-rate Premium

[Instructions](#)

☐ Election - Check box to elect to use the Alternative Premium Funding Target instead of the Standard Premium Funding Target. The election will be effective — and the plan will be required to use the Alternative Premium Funding Target — beginning with this premium payment year and for all subsequent plan years unless and until the election is subsequently revoked.

☐ Revocation - Check box to revoke a prior election to use the Alternative Premium Funding Target. The revocation will be effective — and the plan will be required to use the Standard Premium Funding Target — beginning with this premium payment year and for all subsequent plan years unless and until a new election is subsequently made.

Note - Elections or Revocations must remain in place for at least five years.

Small employer VRP cap qualification [Instructions](#)

If this plan qualifies for the small employer cap applicable to certain plans of small employers (those with 25 or fewer employees), select one of the following statements:

☐ The plan is reporting unfunded vested benefits (UVBs), so that My PAA can determine which is less: the VRP based on UVBs or the maximum VRP.

☐ The plan is not reporting UVB information, and instead, will pay the maximum VRP without regard to whether the VRP would be lower if the exact calculation was done.

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

- Calculate Variable-rate Premium:
 - ❖ Enter or select the appropriate information for the filing, e.g., premium funding target method.
 - ❖ Select the “Calculate” buttons.
 - ❖ Select the “Back” button to review or change your previous entries.
 - ❖ Select the “Continue” button to go to the next screen.

PBGC My PAA

[LAUNCH PAGE](#) [HOME](#) [PLANS](#) [FILINGS](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2018
Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

1

2

3

4

Start a Draft Filing Edit Draft, Sign Filing, and Select Payment Alternative Submit Filing with Payment (if any) Receive Filing Confirmation

Calculate Variable-rate Premium

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit Filing](#)

Assumptions and methods used to determine premium funding target [Instructions](#)

Premium funding target method: ☒ Standard ☐ Alternative

UVB valuation date:

Discount rates

☒ Segment rates ☐ N/A, full yield curve used

1st segment: %

2nd segment: %

3rd segment: %

Premium funding target as of UVB valuation date [Instructions](#)

☐ Check box if the reported premium funding target information is an estimate.

Attributable to active participants: \$

Attributable to terminated vested participants: \$

Attributable to retirees and beneficiaries receiving payment: \$

Total premium funding target: \$0 [Calculate](#)

Market value of assets as of UVB valuation date: \$

Unfunded Vested Benefits rounded to the next \$1,000: \$0 [Calculate](#)

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit Filing](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)

Create a Comprehensive Filing for a Single Employer Plan

Reminder Message Page

- Review the Reminder Message page based on your previous entry.
- Select the “Back” button to review or change your previous entries.
- Select the “Continue” button, to go to the next screen.



[LAUNCH PAGE](#)

[HOME](#)

[PLANS](#)

[FILINGS](#)

[HELP](#)

[DEMOS](#)

[My Account](#)

[Logout](#)

Standard Premium Funding Target Method Used

You reported that the Standard Premium Funding Target (SPFT) is being used to determine the Variable-Rate Premium. Please note these important reminders:

- If an election to use the Alternative Premium Funding Target (APFT) is in effect, this is not a valid option. If an election has been in place for at least five years, you may revoke it and use the SPFT. Otherwise, you must use the APFT.
- To confirm whether an APFT election is in place, select the “Back” button until you reach the screen that reflects the election and revocation information or review the plan’s account history.
- To change the method reported in this filing, select the “Back” button and select the correct method.
- If you need assistance, contact the premium customer service center during normal business hours (premiums@pbgc.gov or 1-800-736-2444 and select the “premium” option).

[< Back](#)

[Continue >](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

- Variable-rate Premium Due:
 - ❖ Review the calculated values based on your previous entries.
 - ❖ Select the “Back” button to review or change your previous entries.
 - ❖ Select the “Continue” button to go to the next screen.



Step 1: Start a Draft Filing

[View Account History](#)

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-666666 / 777

Variable-rate Premium Due

< Back Cancel Continue > Save & Exit

Uncapped variable-rate premium:	\$120.00
MAP-21 cap:	\$323,950.00
Variable-rate premium:	\$120.00

> Instructions

< Back Cancel Continue > Save & Exit

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

➤ Calculate Total Premium Payment:

- ❖ Enter or select the appropriate information for the filing, e.g., payments previously made for the plan year.
- ❖ Select the “Calculate” buttons to display the totals.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.



Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

1 Start a Draft Filing → 2 Edit Draft, Sign Filing, and Select Payment Alternative → 3 Submit Filing with Payment (if any) → 4 Receive Filing Confirmation

Calculate Total Premium Payment

< Back Cancel Continue > Save & Exit

> Instructions

Flat-rate Premium:	\$44,175.00
Variable-rate Premium: +	\$120.00
Total Premium: =	\$44,295.00

Premium Credit

Payments made previously for this premium payment year:	\$	0.00
Outstanding credit from the plan year immediately preceding the premium payment year: +	\$	10000.00
Total Premium Credit: -		\$10,000.00
Amount Due: =		\$44,295.00

Calculate Calculate

< Back Cancel Continue > Save & Exit

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

➤ Report Miscellaneous Information:

- ❖ Enter or select the appropriate information for the filing, e.g., if this is a final filing.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

PBGC My PAA v.15.1.0.26

LAUNCH PAGE HOME PLANS FILINGS HELP DEMOS My Account Logout

Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777 [View Account History](#)

1 Start a Draft Filing → 2 Edit Draft, Sign Filing, and Select Payment Alternative → 3 Submit Filing with Payment (if any) → 4 Receive Filing Confirmation

Report Miscellaneous Information

< Back Cancel Continue > Save & Exit

Final Filing [Instructions](#)
If this is the last filing for this plan, enter the date of event and select the reason that best describes why filing obligation is ceasing:
MM/DD/YYYY
☐ Merger/Consolidation ☐ Distribution pursuant to termination
☐ Trusteeship ☐ Cessation of covered status

Participation Freeze [Clear information](#)
If, as of the beginning of the premium payment year, this plan is closed to new entrants, enter the date the plan became closed to new entrants:
MM/DD/YYYY

Accrual Freeze [Clear information](#)
If, as of the beginning of the premium payment year, benefit accruals under this plan are partially or totally frozen, enter the date the freeze became effective and select the reason that best describes the nature of the freeze:
MM/DD/YYYY
☐ For all participants, both pay and service are frozen
☐ For some participants, both pay and service are frozen
☐ For all participants, service is frozen, pay is not
☐ For some participants, service is frozen, pay is not
☐ Other (enter explanation)
4000/4000 characters remaining
Limit 4,000

Risk Transfer Activity
Do not complete this item if this is the last filing for this plan

a. Lump sum windows: If the plan provided one or more Lump Sum Windows during the time period described in the instructions, report the number of persons eligible to elect a lump sum under any such window and the number who elected a lump sum:
(1) Persons not in pay status when lump sum was offered:
Eligible to elect lump sum Elected lump sum
(2) Persons in pay status when lump sum was offered:
Eligible to elect lump sum Elected lump sum

b. Annuity purchases: If, during the time period described in the instructions, the plan purchased annuities for a group of people, report the number of persons for whom an annuity was purchased:
(1) Persons not in pay status when annuity was purchased:
(2) Persons in pay status when annuity was purchased:

< Back Cancel Continue > Save & Exit

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan



Step 1: Start a Draft Filing Page

➤ Report Transfers From Other Plans:

- ❖ Enter or select the appropriate information for the filing, e.g., employer identification number and plan number.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777

[View Account History](#)



Report Transfers From Other Plans

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit](#)

[Instructions](#)

Transfers **from** other plans — If another plan transferred assets or liabilities to this plan since the most recent comprehensive premium filing, provide the following information with respect to each plan from which the assets or liabilities were transferred (if transfer involved a new or newly-covered plan, see instructions).

[Clear all rows](#)

EIN (ex. 11-1111111)	PN (ex. 111)	Date of transfer (ex. MM/DD/YYYY)	Type of transfer	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear

[Add more rows](#)

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Step 1: Start a Draft Filing Page

➤ Report Transfers To Other Plans:

- ❖ Enter or select the appropriate information for the filing, e.g., employer identification number and plan number.
- ❖ Select the “Back” button to review or change your previous entries.
- ❖ Select the “Continue” button to go to the next screen.

[LAUNCH PAGE](#)[HOME](#)[PLANS ▾](#)[FILINGS ▾](#)[HELP](#)[DEMOS](#)[My Account](#)[Logout](#)

Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2015
Retirement Plan 4 – 55-6666666 / 777

[View Account History](#)

Report Transfers To Other Plans

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit](#)

[Instructions](#)

Transfers to other plans — If this plan transferred assets or liabilities to another plan since the most recent comprehensive premium filing, provide the following information with respect to each plan to which the assets or liabilities were transferred (if transfer involved a new or newly-covered plan, see instructions).

[Clear all rows](#)

EIN (ex. 11-1111111)	PN (ex. 111)	Date of Transfer (ex. MM/DD/YYYY)	Type of transfer	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> Merger <input type="radio"/> Consolidation <input type="radio"/> Spinoff <input type="radio"/> Other	Clear

[Add more rows](#)

[< Back](#) [Cancel](#) [Continue >](#) [Save & Exit](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Data Summary Page

This page lists all the information entered thus far for your filing, separated into subsections.

- Select the “Print this Page” link on the top right corner of the page, to print this filing summary.
- Select the “View Printable Form” on the top right corner of the page, to view or print the draft filing receipt.
- Select the “Edit” link at the top of each subsection, to make any changes to the filing data.
- Select the “Continue” button, to go to the next screen.

Note: The “NA” next to any Item on this page indicates that the item was not answered or not applicable for the current filing.

PBGC My PAA

[LAUNCH PAGE](#) [HOME](#) [PLANS](#) [FILINGS](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Step 1: Start a Draft Filing

Comprehensive Filing for Plan Year Commencing 1/1/2018
Retirement Plan 4 – 55-6666666 / 777

[Print this Page](#)
[View Printable Form](#)
[View Account History](#)

1 Start a Draft Filing → 2 Edit Draft, Sign Filing, and Select Payment Alternative → 3 Submit Filing with Payment (if any) → 4 Receive Filing Confirmation

Data Summary

[Save Filing and Proceed to Step 2](#) [Cancel](#) [Continue >](#)

Please verify that all information is correct. To change information, click 'Edit'. If you are satisfied and do not need to make any changes, click 'Continue'.
Note: N/A indicates that this item was not answered or is not applicable.

Identify Filing to be Made	Edit
Plan Year Commencement Date:	1/1/2018
Plan Year Ending Date:	12/31/2018
Date plan year change adopted (if any):	N/A
Plan Type:	Single-employer
Filing Type:	Comprehensive
Amended:	No
Plan qualifies for proration:	No
Plan size (small plan):	Yes

Enter Plan Information	Edit
Plan Name:	Retirement Plan 4
Plan effective date:	N/A
New or Newly Covered Plan:	No
Adoption date:	N/A
Date coverage began:	N/A
Continuation Plan:	N/A
Previous EIN / PN:	55-6666666 / 777
Current EIN / PN:	55-6666666 / 777
EIN/PN from 2017 Form 5500 (if different):	N/A
Explanation as to why EIN/PN does not match entry on 2017 Form 5500:	N/A

Enter Filing Information	Edit
6-digit business code:	111100
First 6 digits of CUSIP number:	N/A
Disaster Relief Code:	N/A
Variable-rate Exempt:	No
Reason for Exemption:	N/A

Create a Comprehensive Filing for a Single Employer Plan

Draft Filing Saved but Not Submitted Page

- Review the information on this page about the status of your saved filing.
- Select the “Go to Filing Manager” button to continue to step 2 of the filing process (Slide 21).

[LAUNCH PAGE](#)[HOME](#)[PLANS▼](#)[FILINGS▼](#)[HELP](#)[DEMOS](#)[My Account](#)[Logout](#)

Draft Filing Saved but not Submitted

You have completed step 1 of the 4 step filing process
Click the 'Go to Filing Manager' button to continue with step 2.

You have created and saved a DRAFT filing for Retirement Plan 4, 55-6666666 / 777 -- this completes step 1 of the filing process.

You must complete all 4 steps to finish the submission process. These steps are initiated from the Filing Manager Page.

Click the 'Go to Filing Manager' button to continue.

Note: For a premium filing to be considered timely, both the filing and the payment of any associated premium must be filed by the due date.

[Go to Filing Manager](#)

[PBGC.gov](#) | [Privacy Act Notice](#) | [Paperwork Reduction Act Notice](#) | [Contact Us](#) | [About Online Premium Filing](#)



Pension Benefit Guaranty Corporation
Protecting America's Pensions

Create a Comprehensive Filing for a Single Employer Plan

Filing Manager Page

- The top of the page shows that you are now on step 2 of the filing process; “Edit Draft, Sign Filing, and Select Payment Alternative”.
- Use the Filing Manager page to review, edit, sign, pay, attach a supplement PDF and submit the filing. See the demo “Review, Edit, Route, and Sign a filing”.
- Select the appropriate link/button to logout or to go to another page (e.g., the Plan Page).

The screenshot displays the Filing Manager interface. At the top, a navigation bar includes links for LAUNCH PAGE, HOME, PLANS, FILINGS, HELP, and DEMOS, along with My Account and Logout. A red arrow points to the Logout link. Below the navigation bar, the page title is "Step 2: Edit Draft, Sign Filing, and Select Payment Alternative". A sub-header reads "Retirement Plan 4 - 55-6666666 / 777". A progress bar shows four steps: 1. Start a Draft Filing, 2. Edit Draft, Sign Filing, and Select Payment Alternative (current step), 3. Submit Filing with Payment (if any), and 4. Receive Filing Confirmation. Below the progress bar, the "Filing Manager" section contains a "Go to Plan Page" button, indicated by a red arrow. The "Filing Status" section shows the filing is "ready for submission" with "Submit Now" and "Submit Later" buttons. A note states: "Click the 'submit now' button only once or you may encounter an error." The "Filing Task List" section, with a "View/Edit Filing" button, lists tasks: "This filing has the required information but will undergo additional validations upon submission. Please click the View Filing button to review the warnings that are displayed and the accuracy of the data before the filing is submitted." (with a "Delete Filing" button), "Plan Administrator or PA Representative e-signature completed 11:12 AM. 12/3/2018 Eastern Time" (with a "Remove Signature" button), "Enrolled Actuary e-signature completed 11:12 AM. 12/3/2018 Eastern Time" (with a "Remove Signature" button), "Authorization for payment alternative completed Payment alternative selected: Paper Check 11:12 AM. 12/3/2018 Eastern Time" (with an "Edit E-Payment" button), and an "Attach File" button. Below the task list, "To take action on this filing:" includes instructions on holding the filing and permissions. "To submit this filing:" includes instructions on holding the filing, permissions, and required signatures/authorizations.