

# Owner-only Retirement Plan Questionnaire

**Candidates:** Companies with no employees other than one owner, or owner & spouse. Other companies should use the standard Questionnaire.  
**Instructions:** For a contribution illustration, please fax the completed form to 888.484.6870. See reverse side for explanation of questions.

Firm's Legal Name		Fiscal Year End	
Firm's Contact Name		Title	Date Established
Address		City	State      Zip
Phone		Fax	Email
<b>Q1 Type of Business</b> <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> LLP (corporation) <input type="checkbox"/> LLC (corp.) <input type="checkbox"/> LLC (sole prop) <input type="checkbox"/> S-Corporation <input type="checkbox"/> Sole Prop. <input type="checkbox"/> LLP (partnership) <input type="checkbox"/> LLC (partnership)		<b>Nature of Business</b> Tax ID# (EIN)	
<b>Q2</b> Was there a predecessor business within last 24 months? <input type="checkbox"/> Yes <input type="checkbox"/> No		If "Yes," Predecessor Name	Fiscal Year End      Date Established
<b>Q3</b> Does the company, owner, or spouse – together or separately – own 80% or more of another company (or otherwise form a "Controlled Group")? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Q4</b> Does the company provide " <b>Professional Services</b> " (as defined by IRS, e.g., medical, legal, etc.) in conjunction with another Professional Services company in which there is common ownership (or otherwise form an "Affiliated Service Group" as defined by IRS)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Q5</b> Does the company provide management services on a regular and continuing basis for another company? <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Q8</b> Is the owner a member of a union (including SAG, AFTRA, etc.)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Q6</b> Does the company use leased, shared, or union employees? <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Q9</b> Has owner (or spouse, if an employee) received income in current year as an employee of another business? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Q7</b> Does the company use independent contractors? <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Q10</b> Does the company employ anyone other than the owner or spouse (including part-time employees & relatives)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Q 11 - Existing Plan:</b> <input type="checkbox"/> None <input type="checkbox"/> Profit Sharing <input type="checkbox"/> 401(k) <input type="checkbox"/> SEP <input type="checkbox"/> SIMPLE <input type="checkbox"/> Defined Benefit <input type="checkbox"/> Money Purchase <input type="checkbox"/> Other: _____		<b>Q 12 - Existing Plan:</b> Have any contributions been made for the <b>current</b> plan year (other than deferrals to a 401(k) plan)? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a	
<b>Q 13 - Prior Plans:</b> Has the company (or a related company) previously sponsored a Defined Benefit Plan or 401(k) Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No			

## Plan Objectives

<b>Contribution Objective:</b> <input type="checkbox"/> Maximum <input type="checkbox"/> Specify:	<b>Is contribution flexibility required annually?:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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## Confidential Employee Census

➤ **Sole Proprietors** and **Partners** should use **net income earned** as "Annual Compensation". Owners of **Corps** use total **W-2 wages** only.

Employee Name (Last, First, MI)	Ownership Percentage	Date of Birth	Date of Hire	Expected Total Compensation for CURRENT YEAR	Compensation for PRIOR YEAR (DB Plans Only)
Owner	%				
Spouse	%				

## Advisors

Financial Advisor		Accountant	
Name	FA ID#	Name	
Firm	Branch ID#	Firm	
Address		Address	
City/State/Zip		City/State/Zip	
Email		Email	
Phone	Fax	Phone	Fax

## Explanation of Questions

There are a number of circumstances that could affect the design, operation, and qualified status of a retirement program. This Questionnaire allows us to help you determine if these circumstances apply to your situation. **It is important to answer these questions accurately, as they could have a significant impact on the proposed retirement program.**

**Q1 – Type of Business:** The entity type determines how contributions/benefits are calculated. If business is an LLP or LLC, please specify how it's taxed (corporation, partnership, or sole proprietorship).

**Q2 – Predecessor Business:** If the current business entity (for example, an s-corp) was started within the last two years, and if the owner operated a business prior to this (e.g., operated as a sole proprietor before incorporating), please complete the requested information for the predecessor business.

**Q3, 4, 5 – Related Employers:** certain relationships between separate businesses may affect whether those apparently unrelated businesses must be combined as one employer for plan purposes.

**Q6, 7, 8, 9, 10 – Other Employee Arrangements:** Qualified plans are sometimes required to take into consideration persons whom you might otherwise assume are not employees of the company. Also, employment by the owner in an unrelated business may affect plan calculations.

**Q11 – Existing Retirement Plan:** An existing plan may affect how a new plan is designed and operated, even if the sponsor intends to terminate the plan prior to starting a new plan with Benetech.

**Q12 – Contributions to an Existing Plan:** Contributions made to an existing plan for the **current** plan year may affect plan design options.

**Q13 – Prior Defined Benefit or 401(k) Plan:** If the company (or a prior company with similar ownership) previously sponsored a DB Plan, benefits under the prior plan must be taken into consideration when designing a new DB Plan. If "Yes", please provide the dates and amounts of distributions from the prior DB Plan.

A prior 401(k) sponsored by the company within the preceding 24 months may prevent starting a new 401(k) Plan.

**Census Data:** Accuracy is important! Annual contributions to a DB Plan are, in large part, a function of the formula in the document, applied to the age, compensation, and service of the participant. **Inaccurate data may significantly affect contributions.**

**Compensation for Prior Years:** If a DB Plan is being considered, please provide compensation for the **prior year** (as well as an estimate of current year compensation), as this may allow us to establish a higher maximum deductible amount in the first plan year. Providing **three** prior years of compensation history may allow higher DB funding levels.

If you have any questions, please contact our consulting department at:  
**800-310-6811**

## Prior Year Compensation – Sole Props

and other entities with Self-Employment Income

For owners with Self-Employment Income, please provide compensation for **prior year** in the table below. "Self-Employment Income" should be the amount prior to applying deductions for the Self-Employment Tax Deduction and company contributions to a retirement plan (if any).

Direct Owners with SEI Income – Prior Year Worksheet		
Prior Year's Self-Employment Income	SE Tax Deduction	Retirement Plan Contributions*
\$	\$	\$

\* Company contributions other than deferrals to a 401(k) or SIMPLE.

## About Benetech, Inc.

Established in 1974, Benetech is an actuarial consulting and administration firm specializing in the design and administration of qualified retirement plans for businesses of all sizes.

Plan investments are directed by the plan's trustees. Benetech does not sell or recommend investments or insurance, and does not limit or restrict plan investments.

### Plan Design & Consulting Services

Benetech provides a free feasibility study of a prospective client's qualified plan design options. This study illustrates plan specifications, contributions, and benefit projections to help business owners and their advisors decide on the appropriate plan for their companies.

**To request a free plan design study, please fax this Questionnaire to 888-484-6870.** A proposal will be emailed to you within 3-5 business days of receiving all required information.

## Owner-only 401(k) Plan

In many cases, an Owner-only 401(k) Plan allows higher contributions than available under a SEP, SIMPLE-IRA, or Profit Sharing Plan, up to the \$49,000 maximum (\$54,500 for owners age 50 or older).

### 401(k) Plan Benefits

- **Contributions are tax deductible.** Profit sharing and pre-tax salary deferral contributions grow tax deferred until distribution.
- **Salary deferrals may be designated as "Roth".** There is no compensation limit on the owner's eligibility to make Roth after-tax deferrals within a 401(k) Plan.

### Owner-only 401(k) vs. SEP & SIMPLE

Owner: age 50, with \$90,000 W-2 salary			
Plan Type:	SIMPLE-IRA	SEP	401(k)
<b>Total Contribution:</b>	\$16,700	\$22,500	<b>\$44,500</b>

## Owner-only Defined Benefit Plan

Owners who would like company contributions in excess of \$49,000 (or 25% of compensation, if less) should consider a DB Plan.

### DB Plan Benefits

- **High Annual Contributions:** Annual contributions may exceed \$200,000 (depending on age and compensation).
- **Add a 401(k) to the DB:** Combining a 401(k) Plan with a DB Plan allows additional contributions:
  - o Salary deferrals up to \$16,500 (\$22,000 if age 50 or older).
  - o An optional Profit Sharing contribution of up to 6% of compensation (not to exceed \$14,700).

### Examples of DB + 401(k) Contributions

These examples of first-year contributions assume an owner receiving W-2 wages, making the maximum deductible contribution to the Defined Benefit Plan by using past service credit:

Age	W-2 Compensation	Combined Contribution
40	\$245,000	<b>\$105,000</b>
50	\$185,000	<b>\$179,000</b>
60	\$100,000	<b>\$242,000</b>