

Notice to Interested Parties – Qualified Retirement Plan

PLAN INFORMATION

1. Notice to *(describe class or classes of interested parties)*:

An application is to be made to the Internal Revenue Service for an advance determination on the qualification of the following employee pension benefit plan:

2. Name of Plan:

3. Plan Number:

4. Name and Address of Applicant:

5. Applicant EIN:

6. Name and Address of Plan Administrator:

7. The application will be filed on _____ for an advance determination as to whether the plan meets the qualification requirements of § 401 or § 403(a) of the Internal Revenue Code (Code), with respect to the plan's _____ (initial qualification, termination, or partial termination).

The application will be filed with:

Internal Revenue Service
Attention: EP Determinations
P.O. Box 12192
TE/GE Stop 31A Team 105
Covington, KY 41012-0192

8. The employees eligible to participate under the plan are:

9. The Internal Revenue Service has has not previously issued a determination letter with respect to the qualification of this plan.

RIGHTS OF INTERESTED PARTIES

10. You have the right to submit to EP Determinations, either individually or jointly with other interested parties, your comments as to whether this plan meets the qualification requirements of the Code. Label your comments "Interested Party Statement". Include the EIN, plan name, and plan number in your correspondence. Also include your contract information (mailing address and phone number) in case we need to contact you. Your comments to the EP Determination should be submitted to:

Internal Revenue Service
EP Determinations
Attn: Customer Service Manager
P.O. Box 2508
Cincinnati, OH 45202

You may instead, individually or jointly with other interested parties, request the DOL to submit, on your behalf, comments to EP Determination regarding qualification of the plan. If the DOL declines to comment on all or some of the matters you raise, you may, individually, or jointly if your request was made to the DOL jointly, submit your comments on these matters directly to EP Determinations as the Cincinnati address above.

REQUESTS FOR COMMENTS BY THE DOL

11. The DOL may not comment on behalf of interested parties unless requested to do so by the lesser of 10 employees or 10 percent of the employees who qualify as interested parties. The number of persons needed for the DOL to comment with respect to this plan is _____. If you request the DOL to comment, your request must be in writing and must specify the matters upon which comments are requested, and must also include:

1. the information contained in items 2 through 5 of this Notice; and
2. the number of persons needed for the DOL to comment.

A request to the DOL to comment should be addressed as follows:

Deputy Assistant Secretary
Employee Benefits Security Administration
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, D.C. 20210
ATTN: 3001 Comment Request

COMMENTS TO THE INTERNAL REVENUE SERVICE

12. Comments submitted by you to EP Determinations must be in writing and received by it by _____. However, if there are matters that you request the DOL to comment upon on your behalf and, the DOL declines, you may submit comments on these matters to EP Determinations to be received by it within 15 days from the time the DOL notifies you that it will not comment on a particular matter, or by _____, whichever is later, but not after _____. A request to the DOL to comment on your behalf must be received by it by _____ if you wish to preserve your right to comment on a matter upon which the DOL declines to comment, or by _____ if you wish to waive that right.

ADDITIONAL INFORMATION

13. Detailed instructions regarding the requirements for notification of interested parties may be found in sections 19 and 20 of Revenue Procedure 2020-4. Additional information concerning this application including where applicable, an updated copy of the plan and related trust; the application for determination; any additional documents dealing with the application that have been submitted to the Service; and copies of Section 19 of Rev. Proc. 2020-4 are available at _____ during the hours of _____ for inspection and copying. (There is a nominal charge for copying and/or mailing.)