



# Hassle-Free Plan Termination

At Benefit Plan Administrative Services (BPAS), we know how hard it can be to terminate your retirement plan due to a merger or financial situation. It puts added stress on you as the employer and can be very confusing for your employees. The good news is that there is a way to take good care of your employees when terminating your retirement plan and keep them on the path to a secure future.

BPAS AutoRollovers makes it easy for plan sponsors to manage mandatory distributions and provide full support services for employees.

Account owners will enjoy our free **BPAS University (BPAS U) app** including educational multimedia planning tools and resources, webcasts featuring coaches, guest speakers, and panelists on a variety of personal finance topics, and so much more.



Visit [u.bpas.com](http://u.bpas.com) for details.



## Comprehensive Pre-Wire Services

Unlike most rollover services, we care about you, the plan sponsor, as well as your employees. We put in the work before and after the wire to handle the plan termination from start to finish and reduce the number of participants forced into an IRA.

BPAS AutoRollovers Plan Sponsor services include:

- **Plan Termination Services/Qualified Termination Administrator (QTA) Services**
  - Preparation and distribution of required participant notices & FAQs regarding next steps
  - Toll-free number for participant questions (staffed by ASPPA-credentialed consultants)
  - Preparation of Form 5500 and administration of the plan during the interim period
- **Successor Plan Administration & Design Services:** If the company is acquired out of bankruptcy, we offer 401(k) and defined benefit plan services with white-glove service, prudent non-proprietary investments & level fees.
- **Lost Participant Locator Services**

### • Critical Fiduciary Services

- Prudent non-proprietary default investment that adds maximum value to account owners, plus a palette of prudent investments to diversify (screened and managed by BPAS Fiduciary Services) in a level fee environment.
- Assurance. What will you do if the DOL questions how your default fund was chosen? Was it in the best interest of the plan participant? What QTA/IRA provider would allow the plan sponsor the best execution of services to plan participants?
- A premium suite of Participant Services including investment strategy, level fees, call center support, and online account management.



While most rollover companies only care about getting your employee balances, we care about their financial security. We're here to help.

BPAS AutoRollovers participant services include:

- **Plan Highlights/Questionnaire** to facilitate communication with Plan Participants about circumstances that triggered the plan termination:
  - How did we receive their money,
  - what were the dates for the distribution window,
  - who sent the communications,
  - what's the toll-free number for the 401k provider's customer service line (need prior year 1099),
  - and more.
- **Diversification & Distribution Guidance**
  - We collect a full palette of participant data including name, Social Security Number, last known address, etc., as well as email and mobile number to help facilitate participant communication.
  - Assistance in diversifying into other prudent investments offered within the IRA.
  - Distribution assistance to account owners via 402(f)-type conversations; installment payments, RMDs & Roth conversion guidance.
- **Full-service Participant Service Center** staffed with fully credentialed bi-lingual representatives and a robust secure web portal and mobile app for easy online account management.

## Service You Can Trust

AutoRollovers is a BPAS service. We have been providing IRA services since 1997 so we know what we're doing. We currently handle IRA forced rollovers for thousands of Plan Sponsors in partnership with Recordkeeper/TPA partners across the U.S.

BPAS, a wholly owned subsidiary of Community Bank System, Inc. (NYSE: CBU), is a national provider of retirement plans, IRAs, benefit plans, fund administration, and collective investment trusts. We support 4,500 retirement plans, \$110 billion in trust assets, \$1.3 trillion in fund administration, and more than 620,000 participants. With our breadth of services, depth of creative talent, and financial resources, we are well positioned to help our clients solve their benefit plan challenges without the need to engage multiple providers.

**One company. One call.**



**For hassle-free plan termination services with meticulous participant assistance, turn to BPAS. We have your back.**



**Ready To Roll? Let's Connect.**

**BPAS**

📞 866.401.5272

✉ ira@bpas.com

💻 bpas.com | u.bpas.com