OnePerson(k)

Personal 401(k)/PS Plan

Instructions for Establishing an Investment Account for Individual 401(k) Plans

Once the business owner has signed the plan document and adopted the Individual 401(k) plan, Dedicated Defined Benefit Services (Dedicated DB) will obtain a Trust Identification Number (TIN) for the new plan. The business owner will need to open an investment account and choose the appropriate investments. Only one trust account will be opened for the plan, regardless of the number of participants. If there is more than one participant, "For the Benefit Of" (FBO) sub-accounts should be set up for each participant. The investment account should not be opened until after the "EZ-K" Plan Adoption Agreement has been signed.

Opening the Individual 401(k) Investment Account

1 Open a single investment account only after the adoption agreement has been signed and you have been provided with a Trust Identification Number (TIN) by Dedicated DB. This account would normally be opened at your broker/dealer.

2 Establish the investment account in the name of the Trust. For example, if the name of the firm is John Jones, LLC, the account would be named John Jones, LLC 401(k) Plan and Trust.

3 Use the unique TIN provided by Dedicated DB for the account holder's ID.

4 The account application form would be the form your broker/dealer normally uses in opening a qualified retirement plan account.

Funding the OnePerson(k)™ Investment Account

1 Once the account has been opened, the business owner can begin making elective deferral contributions. Please note that compensation earned must be greater than the amount you are planning to defer.

2 For corporations, elective deferral contributions must be made during the calendar year or at the latest by January 15 of the following year. Employer profit-sharing contributions must be made by the due date of the tax return (including extensions) to be deductible. Profit-sharing contributions made after this date will not be deductible for the current year.

3 For non-corporate entities (e.g., sole proprietors and partnerships), the business owner(s) elective deferral contribution should be made by the due date of the business tax return unless a business extension has been filed. Common law employees including spouses that earn a W-2 must be made during the calendar year or at the latest by January 15 of the following year. Employer profit-sharing contributions must be made by the due date of the tax return (including extensions) to be deductible. Profit-sharing contributions made after this date will not be deductible for the current year.

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Choice of Investments

The choice of investments is up to you. Dedicated DB has no requirements as to what they should be. They can be individual stocks, bonds, mutual funds, ETFs, etc. at the financial institution of your choice. You have the flexibility to diversify across a selection of investment choices with the objective of maximizing potential growth and minimizing portfolio volatility.

Annual Funding

Each year, Dedicated DB will calculate and notify you of the maximum amount that can be contributed. Allowable contribution amounts may vary from year to year, depending on the annual compensation and IRS limits for that year. The business owner may contribute any amount equal to or less than what Dedicated DB has calculated for that year.

If you have questions concerning the plan or the estimated contribution, please contact Dedicated DB technical sales at 866-269-2706.

If you have questions concerning the operation of the plan, please contact the Dedicated DB retirement plan consultant assigned to the plan at 800-982-6961.

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