401KEASY®

IMPORTANT NOTICE TO SPONSORS OF 401K PLANS

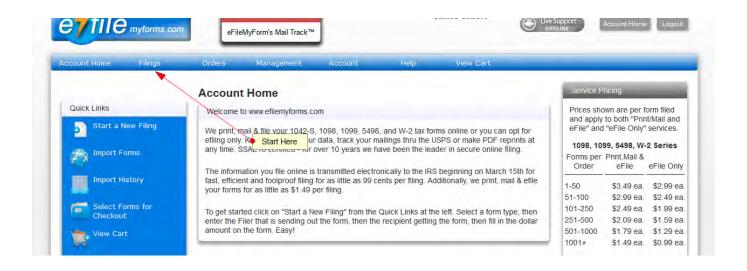
401k Plan Sponsors are Responsible for Filing IRS Form 1099R by January 31st

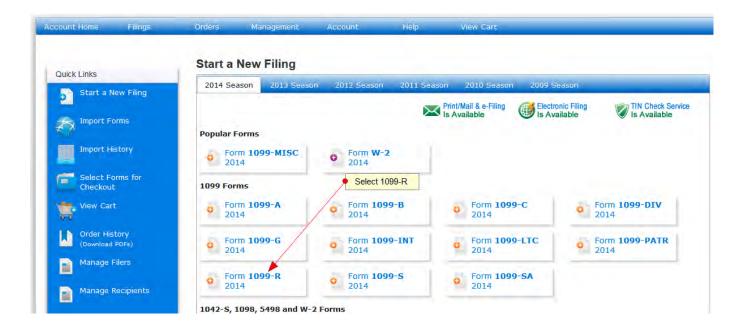
By January 31 of each new year, the IRS requires a completed Form 1099-R be provided to each person who has taken a taxable distribution from the 401k in the previous year. In addition, Form 1096, which summarizes the 1099-Rs, must be completed and filed with the IRS no later than February 28.

To accomplish these administrative tasks quickly and economically, we recommend an easy-to-use, low cost online service to prepare and file the 1099-R and 1096 forms. The service is called e File My Forms (www.efilemyforms.com); it takes just minutes to navigate the site and prepare and send the required 1099-Rs and 1096. Attached are two sample screen-shots of the site to help you get started.

We have no business relationship with e File My Forms and earn no compensation for recommending them---we refer our 401k Easy clients to them simply because they ascribe to our business philosophy--low cost, easy-to-use online services designed to help you run your business efficiently and economically.

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