



Plan Document & Management (DGEM) System

BOOST YOUR EFFICIENCY

Keep your documents organized and accurate with our web-based DGEM System

Manage plan documents & 5500s on one screen

Keep track of document history and status

Checklist format enables fast & accurate document creation



Manage Documents - A Sample Client

Manage Plan Documents and 5500 Forms

Document Type	Plan Version	Status	Date	User
ECTRA PS/401(k) VS AA	002 V2.	executed	09/18/2015	mb smith
PPA PS/401(k) VS AA	002 V1.	executed	09/18/2015	mb smith
PPA PS/401(k) VS AA	002 V1.1	sub sent to client	09/18/2015	mb smith

Customized Documents

Upload

Create New Document

New Plan Doc

New 5500 Form

New PBGC Form

New 8955-SSA Form

One-click data validation

Clear navigation of plan provisions

Edit PS/401(k) VS AA - ABC Company

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General Information	SECTION 1 - EMPLOYER INFORMATION
Employer Information	AA §1-1 EMPLOYER INFORMATION Name: ABC Company Address: 123 Main Street City, State, Zip: Anytown, CT 06900 Phone Number: 999-999-9999 Fax Number:
Eligible Employees	AA §1-2 ER IDENTIFICATION NUMBER EIN: 15-4323654
Minimum Age and Service	AA §1-3 FORM OF BUSINESS <input type="radio"/> C-Corporation <input type="radio"/> Sole Proprietor <input type="radio"/> LLP <input type="radio"/> LLC (taxed as corporation) <input type="radio"/> Government exempt from ERISA (see Section 11.09 of Plan) [Any entity entered under 'Other' must be a legal entity recognized under federal income tax laws.]
Compensation Definitions	<input type="radio"/> S-Corporation <input type="radio"/> Partnership <input type="radio"/> LLC (taxed as partnership) <input type="radio"/> Government <input type="radio"/> Other:
Employer Contributions	
Salary Deferrals	
Matching Contributions	
Safe Harbor 401(k)	
After-Tax Contributions	
Retirement Ages	
Vesting and Forfeitures	
Distribution Provisions	
In-Service Distributions	
Miscellaneous	
Special Dates	
Loan Policy	
Administrative Elections	
Employer Signature	

CREATE VIRTUALLY ANY PLAN TYPE WITH DGEM

Pre-approved DC and DB documents

Individually designed cash balance, 403(b) and ESOP Documents

Pre-approved 403(b) and cash balance plans coming!

New Document

Client: A Sample Client

Plan Number:

Plan Name:

Plan Document: PPA PS/401(k) VS AA
PPA PS/401(k) VS AA
PPA PS/401(k) Traditional VS AA
PPA PS/401(k) Standardized Proto AA
PPA PS/401(k) Prototype AA
PPA PS VS AA
PPA PS PROTO AA
PPA PS Governmental AA
PPA Owners Only 401(k) AA
PPA MP VS AA

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SAVE TIME & REDUCE ERRORS WITH INTEGRATED SYSTEMS

Integrated with ASC's Recordkeeping/Compliance, 5500's and Client & Task Tracking System (CATTS)

Restate all your plan documents in batch

Batch generate annual notices, pre-populated forms and interim amendments

Flexible document delivery options include: Print, Email, Publish directly to ASC's Plan Sponsor Web Portal and E-Signature

One click document delivery package

Find

Search On: Document Type: PS/401(k) VS AA
Status: all
Created:
Version: V2
Questions:

Search Results:

Filter	Select: All, None	Version	Plan Number	Status	Account ID
ABC Company	<input type="checkbox"/>	V2	001	In process	
ABC Company	<input type="checkbox"/>	V2 1sub	001	In process	
BEST Auto Body	<input type="checkbox"/>	V2	001	In process	
Jones Auto Repair	<input type="checkbox"/>	V2	001	In process	
Liz Photography studio	<input type="checkbox"/>	V2	001	In process	

Pre-populated Forms

- AA Packages
- Batch Updates Adoption Agreements
- Create Substitute Clause Amendments
- Batch Updates Substitute Clause Amendments
- Batch Modify Status
- Export to File
- Download 5301 data to pre-populate PDFs

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GENERAL INFORMATION

A LIST OF DOCUMENTS WE OFFER

For updates visit www.asc-net.com or email asci@asc-net.com

PPA DEFINED CONTRIBUTION PLAN TYPES

Prototype

- Profit Sharing/401(k) – Nonstandardized
- Profit Sharing only – Nonstandardized
- Money Purchase – Nonstandardized
- Profit Sharing/401(k) – Standardized

Volume Submitter

(Adoption Agreement Format)

- Profit Sharing/401(k)
- Profit Sharing
- Owner's Only 401(k) Plan
- Money Purchase
- Profit Sharing/401(k) – Traditional Format with Appendix
- Governmental Profit Sharing/401(k)
- Governmental Money Purchase

DEFINED BENEFIT & INDIVIDUALLY DESIGNED PLAN TYPES

- Defined Benefit Volume Submitter
- Cash Balance Plan
- Employee Stock Ownership Plan (ESOP)
- 457(b) Governmental Plan
- 457(b) Tax Exempt Plan
- 403(b) Tax Sheltered Annuity Plan

PRE-APPROVED 403(b) PLAN DOCUMENTS (Enroll now for the anticipated IRS release in 2017)

- Fully Flexible 403(b) Plan (for 501(c)(3) organizations)
- Simplified 403(b) Plan (for 501(c)(3) organizations)
- Salary Reduction Only 403(b) Plan
- Governmental 403(b) Plan
- Non-Electing 403(b) Church Plan (without retirement income accounts)
- Retirement Income Account 403(b) Church Plan

PPA DEFINED BENEFIT & CASH BALANCE PLANS

(Enroll now for the anticipated IRS release in 2018)

- Defined Benefit Volume Submitter (integrated & non-integrated)
- Cash Balance Plan
- Defined Benefit Volume Submitter Governmental (including Cash Balance provisions)

All plan documents drafted by ERISA experts, Charles Lockwood, J.D., LL.M. and John Griffin, J.D., LL.M. with over 35 years of industry experience.

