

ANNUAL REVIEW questionnaire

for 401(k) Plans

An annual retirement plan review is an opportunity to evaluate the overall health of your plan. Tracking key demographics such as participation and deferral rates can help shine light on opportunities for the plan and demonstrate prudent oversight. File this with other plan documents in your fiduciary file.

Key Questions	Response		
What is the objective of your company's retirement plan?			
What is the plan's average deferral rate?			
		Participation Rate (%)	Deferral (%)
What percentage of employees are contributing and at what percentage deferral?			
50 years old and Over			
40 to 50 years old			
30 to 40 years old			
Below 30 years old			
Do you think your employees are on track to reach their retirement goals?			
If we sat down a year from now, how would you like this information to change?			
		Participation Rate (%)	Deferral (%)
What percentage of employees are contributing and at what percentage deferral?			
50 years old and Over			
40 to 50 years old			
30 to 40 years old			
Below 30 years old			
Looking Ahead			
What are the plan goals for upcoming year?			
What is a reasonable timeline to establish to try and reach those goals?			



**RETIREMENT
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HAWAII**

LET US HELP YOU WRITE YOUR RETIREMENT STORY

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