

ANNUAL TIMELINE

IMPORTANT DATES

DEADLINE	DESCRIPTION
JANUARY 1	Beginning of the First Quarter (Q1)
JANUARY 31	IRS deadline for New Direction Trust Company to send the following: <ul style="list-style-type: none"> • 1099-R: tax documents to account holders • Fair Market Value statements • Required Minimum Distribution (RMD) notification letters to account holders
FEBRUARY 18	IRS deadline for New Direction Trust Company to send the following: <ul style="list-style-type: none"> • 1099-B: tax documents to account holders Last week of February: <ul style="list-style-type: none"> • Second request for Fair Market Valuation of Custodial Asset(s) will be sent to Account Holders
MARCH	Last week of March: <ul style="list-style-type: none"> • Final request for Fair Market Valuation of Custodial Asset(s) will be sent to Account Holders
APRIL 1	Beginning of the Second Quarter (Q2) IRS deadline for the following: <ul style="list-style-type: none"> • Required Minimum Distribution (RMD): last day for Account Holders who deferred their first RMD to take the required distribution for the previous year (also required to take payment for the current year RMD by 12/31/20).
APRIL 15	Last day deadlines for Account Holders to do the following: <ul style="list-style-type: none"> • Establish an IRA with a tax-year contribution • Make a tax-year contribution • Removal of excess contributions including interest or other income earned on excess for the previous tax-year without filing an extension Last week of April: <ul style="list-style-type: none"> • Fair Market Valuation Late fee applied (\$25/Month, Maximum \$75)
MAY 31	IRS deadline for New Direction Trust Company to send the following: <ul style="list-style-type: none"> • Form 5498: for all Account Holders, showing the fair market value of the account and any contributions made.
JULY 1	Beginning of the Third Quarter (Q3)
OCTOBER 1	Last day deadlines for Account Holders to do the following: <ul style="list-style-type: none"> • SIMPLE IRA: for the current year, provided the plan sponsor did not previously maintain a SIMPLE IRA plan. Beginning of the Fourth Quarter (Q4) Early October: <ul style="list-style-type: none"> • Fair Market Valuation Letter for non-compliant custodial assets will be sent
OCTOBER 15	Last day deadlines for Account Holders to do the following: <ul style="list-style-type: none"> • Removal of excess contributions including interest or other income earned on excess for the previous tax-year with an extension Last week in October: <ul style="list-style-type: none"> • Reminder letter is mailed to Account Holders reminding them that their Fair Market Valuation on Custodial Asset(s) is due early next year. A few guidelines for the form and the important dates are addressed • Fair Market Valuation webinar.
NOVEMBER	Second or third week in November: <ul style="list-style-type: none"> • Fair Market Valuation guide completed, reviewed, and distributed to New Direction Trust Company internally FAQ Last week of November: <ul style="list-style-type: none"> • Letter with Fair Market Valuation form is sent to Account Holder. Account Holder will receive an explanation letter and Fair Market Valuation form. Deadline for return of the Fair Market Valuation is January 31st, of the following tax year.
DECEMBER 31	Last day deadlines for Account Holders to: <ul style="list-style-type: none"> • Establish Individual 401(k) accounts for the current year • Establish Profit Sharing and Money Purchase accounts for the current year • Take the entire RMD amount for the current year required by the IRS to avoid a 50% penalty fee (if turning age 72 in in the current tax year you have until April 1st of the next tax year to take your first RMD payment) • Complete Traditional IRA to a Roth IRA conversion to meet IRS deadline