

employee benefit plan administration shannon

Your employees deserve great benefits, but setting up and administering employee BENEFIT plans can be a hassle. Whether a 401k or PROFIT sharing, we'll help you plan and administer your employee benefits plan and, more importantly, make sure it fits your long-term strategic business goals. We also offer cafeteria plans, including flexible spending accounts and premium-only plans.

To subscribe to or download issues of our "Employee Benefit Advisor" please check out our [Newsletter page]

Fiduciary checklist for plan sponsors

Our services for employee benefit plan design and implementation include:

- Consulting on benefit plan design
- Plan and trust document preparation
- Summary Plan Description
- Preparation of DOL and IRS forms
- Employee communications
- Training and administrator's guide
- Employee forms
- Amendments
- Compliance

Annual [employee benefit plan administration](#) includes:

- Compliance testing
- Trust reporting and accounting
- PARTICIPANT accounting and reporting
- IRS and participant reporting
- Presentation to employees and INVESTMENT committees

As a certified public accounting firm, we provide services independent of any affiliation with investment, trust or insurance companies.