Employee Plan Examination Process

Your Retirement Plan is selected for audit

Letter sent requesting review of plan records and documents

Appointment date set between Employer/Rep and Internal Revenue Service Agent

IRS AGENT CONDUCTS ON-SITE AUDIT OF PLAN

Is additional information needed?

Yes

Employer mails additional information to Agent or Agent conducts 2nd visit

No

Are there any issues requiring change?

No

Case Closed
Closing letter issued

Yes

TAX CHANGES
(Potential income or excise tax)

or

CORRECTION PROGRAMS
(Employee Plans Compliance Resolution System)

or

UNAGREED CASE/REVOCATION