

## 2023 DISTRIBUTION WORKSHEET

**PLEASE RETURN VIA FAX OR EMAIL NO LATER THAN JANUARY 15, 2024**

Enter all information as it should appear on form 1099-R for each participant who received payment from the plan during the 2023 Plan Year. This form can be returned to [spryce@larpensions.com](mailto:spryce@larpensions.com) or by fax at (203) 964-1949.

Plan Name: \_\_\_\_\_ LAR Client #: \_\_\_\_\_

EIN: \_\_\_\_\_ TIN: \_\_\_\_\_  
*(If applicable)*

**CHECK HERE IF THERE WERE ANY DISTRIBUTIONS DURING 2023 (Complete Section A)**

**CHECK HERE IF THERE WERE ANY LOANS IN DEFAULT DURING 2023 (Complete Section B)**

**CHECK HERE IF THERE WERE NO DISTRIBUTIONS DURING 2023 (Skip this page)**

### *Dates to remember for Tax Year 2023*

- December 30, 2023 -* Last day to process distributions for 2023. Requests must have been completed well before this date.
- January 16, 2024 -* Distribution taxes for the December 2023 deadline (Please go to the [www.eftps.gov](http://www.eftps.gov) to make payments)
- January 31, 2024 -* 1099-R Forms must be mailed to participants
- January 31, 2024 -* Mailing of Form 945 to IRS with payment (if taxes were not paid during 2023)
- February 10, 2024 -* Mailing of Form 945 to IRS if all taxes were paid in full during 2023

**CHECK HERE IF SOMEONE OTHER THAN LAR PENSIONS, LLC WILL PREPARE 1099-R's.**

*Do not forget to send us a copy when you receive one. We will need them to finish your Plan's annual administration.*

<b>Section A</b>						
<i>Distributions</i>						
Participant Name	SS#:	Full Address	Payout Date	Gross Amount	FEDERAL Tax Withheld	Rollover? (Y/N)
<b>Section B</b>						
<i>Defaulted Loans</i>						
Participant Name	SS#	Full Address	Loan#	Original Amount	Last Payment Date	

**The CARES Act effective from March 2020 has introduced a few changes to be aware of for the 2023 plan year.**

Note that the bullets below are applicable only to people who made use of the special provisions during 2020.

**A – Loan repayments** that were deferred should have resumed at some point in 2021.

Those who restarted in 2022 were shown leniency, but if they didn't restart by 2023 it is a certain default.

**B - COVID in-service distributions** give the participant the option to return the withdrawal by 2023 latest.

The tax treatment is a personal matter - we only need to be made aware of the \$ amount returned, if any.

**C - More info and FAQ can be found at**

<https://www.irs.gov/newsroom/coronavirus-related-relief-for-retirement-plans-and-iras-questions-and-answers#general>.

**The SECURE Act has made hardship distributions more flexible. It is no longer necessary to take out a loan first. The SECURE Act 2.0 has introduced many new distribution options. See our website for more details.**