

STEFFES FINANCIAL, LTD.

PROFIT SHARING 401(k) PLAN SPECIFICATIONS

- 1) **EFFECTIVE DATE** JANUARY 1, 2002
- 2) **PLAN YEAR** JANUARY 1 THROUGH DECEMBER 31
- 3) **ELIGIBILITY REQUIREMENTS**
 - (A) **MINIMUM SERVICE:**
 - (i) **SALARY DEFERRAL: ONE HOUR**
 - (ii) **EMPLOYER CONTRIBUTIONS: 1 YEAR**
 - (B) **MINIMUM AGE: 21**
 - (C) **FULL-TIME EMPLOYMENT: 1,000 HOURS OF SERVICE DURING THE PLAN YEAR.**
- 4) **PLAN ENTRY DATES**

SALARY DEFERRALS: DATE OF EMPLOYMENT.

EMPLOYER CONTRIBUTIONS: JANUARY 1 AND JULY 1 FOLLOWING ATTAINMENT OF ELIGIBILITY REQUIREMENTS.
- 5) **NORMAL RETIREMENT AGE** ATTAINMENT OF AGE 59 ½.
- 6) **EMPLOYEE 401(k) SALARY DEFERRAL CONTRIBUTIONS**

PLAN ALLOWS FOR ROTH AFTER-TAX CONTRIBUTIONS

MAXIMUM AMOUNT ALLOWED UNDER IRS REGULATIONS. NOTE: THE 2021 MAXIMUM IS \$19,500 PLUS, IN SOME CASES, AN ADDITIONAL \$6,500 CATCH-UP DEFERRAL FOR PARTICIPANTS AGE 50 OR OLDER.
- 7) **EMPLOYER SAFE HARBOR CONTRIBUTIONS** 3% OF COMPENSATION.
- 8) **EMPLOYER PROFIT SHARING CONTRIBUTIONS** DISCRETIONARY. DETERMINED ANNUALLY BY THE EMPLOYER.
- 9) **COMPENSATION DEFINITION** TOTAL COMPENSATION PAID DURING THE PLAN YEAR.
- 10) **REQUIREMENTS FOR:**
 - (A) **EMPLOYER SAFE HARBOR CONTRIBUTIONS** NONE.
 - (B) **EMPLOYER PROFIT SHARING CONTRIBUTIONS AND FORFEITURES**
 - (A) 1,000 HOURS OF SERVICE DURING THE PLAN YEAR, &
 - (B) EMPLOYMENT ON THE LAST DAY OF THE PLAN YEAR.
 - (C) EXCEPTIONS ARE DEATH, DISABILITY AND THE ATTAINMENT OF NORMAL RETIREMENT AGE.

11) VESTING SCHEDULES

(A) FOR EMPLOYEE 401(k) SALARY DEFERRAL AND EMPLOYER SAFE HARBOR CONTRIBUTIONS

100% VESTED AT ALL TIMES.

(B) FOR EMPLOYER CONTRIBUTIONS

YEARS OF SERVICE

VESTED INTEREST

1	0%
2	20%
3	40%
4	60%
5	80%
6	100%

12) OTHER PROVISIONS

UPON NORMAL RETIREMENT AGE, DEATH, OR TOTAL DISABILITY, ACCOUNT VALUE IS 100% VESTED.

13) LOAN PROVISION

- (A) MINIMUM LOAN - \$1,000
- (B) PAYROLL DEDUCTION REQUIRED.
- (C) EMPLOYEE 401(k) CONTRIBUTIONS ONLY.
- (D) INTEREST RATE AT COMMERCIALY REASONABLE RATE.
- (E) MAXIMUM – ONE LOAN AT A TIME PER PARTICIPANT.
- (F) TERM OF LOAN
 - (i) \$1,000 TO \$2,499 – MAXIMUM OF 3 YEARS
 - (ii) \$2,500 AND GREATER – MAXIMUM 5 YEARS
- (G) LOAN INITIATION / ADMINISTRATION FEE PAID BY PARTICIPANT OR REDUCED FROM LOAN PROCEEDS.
 - (i) THREE-YEAR LOAN - \$150
 - (ii) FOUR-YEAR LOAN - \$200
 - (iii) FIVE-YEAR LOAN - \$250

14) INDIVIDUAL DIRECTION OF INVESTMENT

- (A) EMPLOYEE 401(k) CONTRIBUTIONS
- (B) EMPLOYER CONTRIBUTIONS