

How to Submit a Request for Reconsideration of Penalty

My Plan Administration Account (My PAA)

Last Updated: January 8, 2023





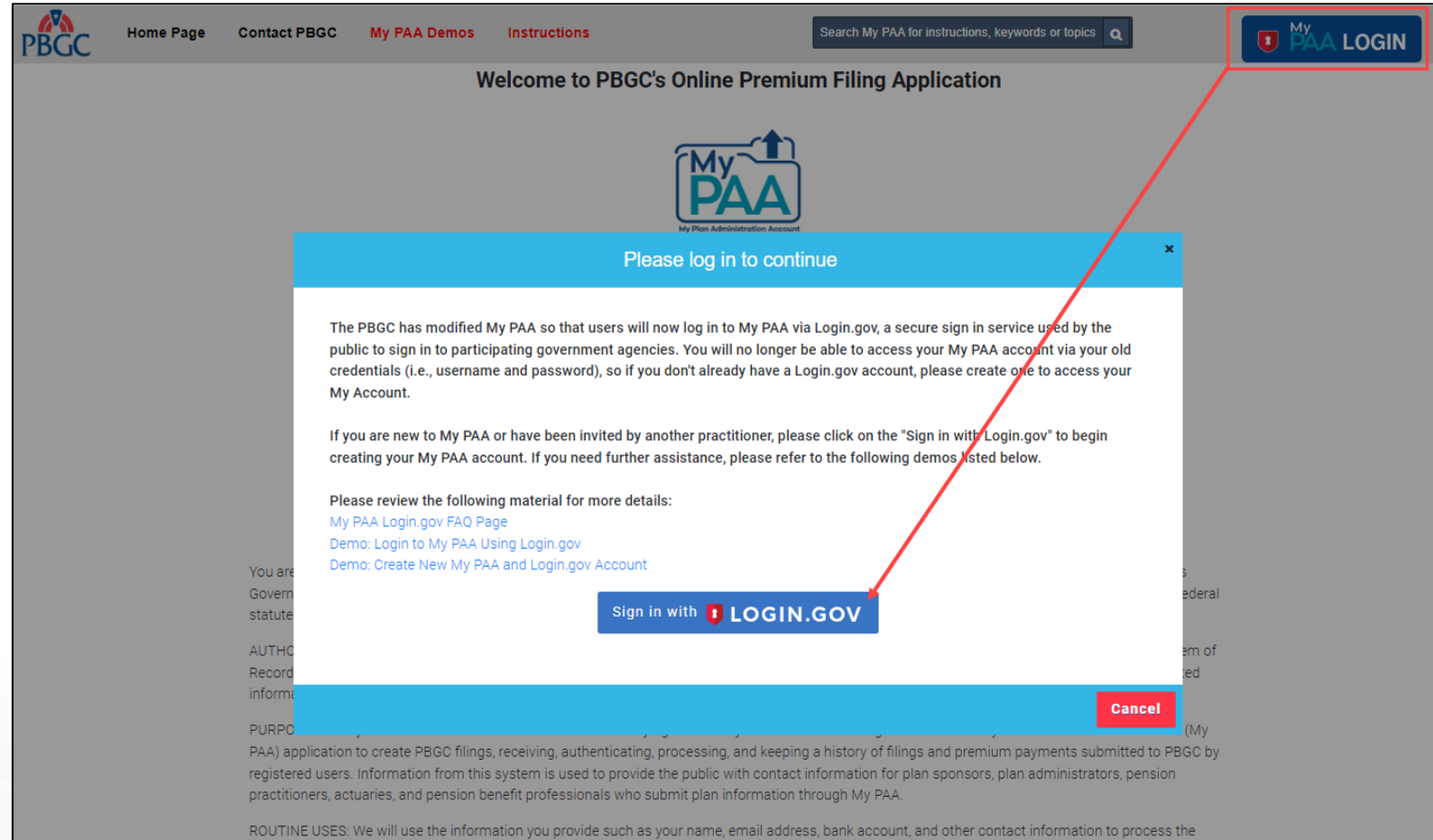
Step-by-Step Instructions

PBGC

How to Submit a Request for Reconsideration (RFR)

Login

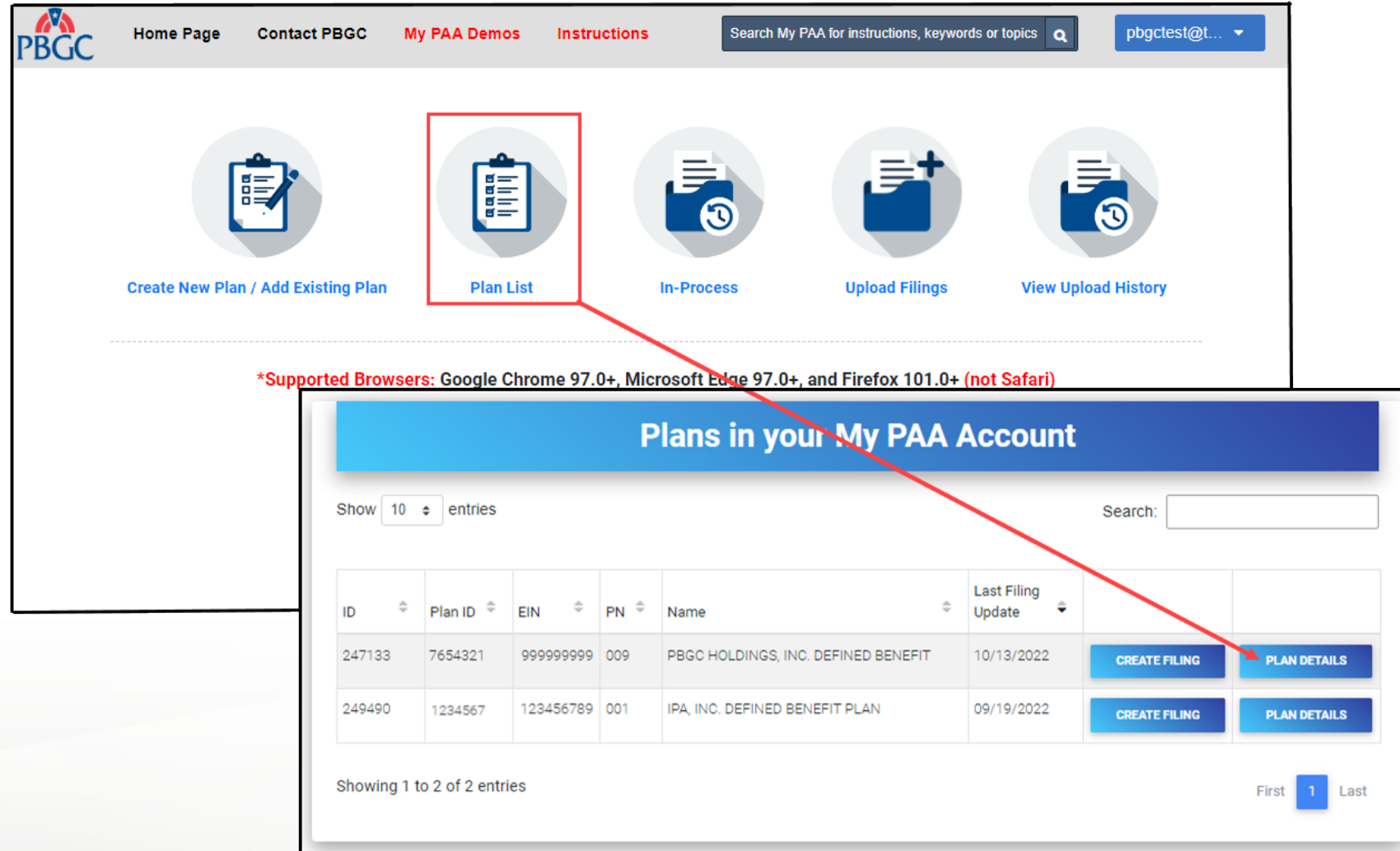
- From the Home Page, click on the “My PAA Login” button to log in.
- You will need to log in to your Login.gov account to access your My PAA account.
 - For more details and step-by-step instructions on how to access your My PAA account via Login.gov please view PBGC's [How to Log in to My PAA Using Login.gov?](#) Published Answer.



How to Submit a Request for Reconsideration (RFR)

Plan List Page

- Once you have logged in, click on the “Plan List” icon or link from the Home Page.
- From the Plan List Page, click on the “Plan Details” button for the plan you would like to submit a request for.
 - To successfully submit a request, the plan must be associated with your account.
 - You can search or sort the columns to find a particular plan.



The screenshot displays the PBGC website's Plan List Page. At the top, the navigation bar includes links for Home Page, Contact PBGC, My PAA Demos, and Instructions, along with a search bar and a user dropdown menu. Below the navigation bar, five main action buttons are shown: Create New Plan / Add Existing Plan, Plan List (highlighted with a red box), In-Process, Upload Filings, and View Upload History. A red arrow points from the Plan List button to the Plan Details button in the table below. Below the buttons, a note specifies supported browsers: Google Chrome 97.0+, Microsoft Edge 97.0+, and Firefox 101.0+ (not Safari). The main content area is titled "Plans in your My PAA Account" and features a table with two entries. Each entry has buttons for "CREATE FILING" and "PLAN DETAILS".

***Supported Browsers:** Google Chrome 97.0+, Microsoft Edge 97.0+, and Firefox 101.0+ (not Safari)

ID	Plan ID	EIN	PN	Name	Last Filing Update	CREATE FILING	PLAN DETAILS
247133	7654321	999999999	009	PBGC HOLDINGS, INC. DEFINED BENEFIT	10/13/2022	CREATE FILING	PLAN DETAILS
249490	1234567	123456789	001	IPA, INC. DEFINED BENEFIT PLAN	09/19/2022	CREATE FILING	PLAN DETAILS

Showing 1 to 2 of 2 entries

First 1 Last

How to Submit a Request for Reconsideration (RFR)

Plan Details Page

- From the Plan Details Page, click on the “Submit Request” link Below the “Plan Admin Details” button.

Plan Details

Plan ID: 54225

Plan Name: TN AMERICAS HOLDINGS, INC. DEFINED BENEFIT - ERWIN PLANT EMPLOYEES

EIN: **PN:**

Plan Status: Active

Plan Effective Date: 06/01/1963

Coverage Date: 06/01/1983

Adoption Date: N/A

Plan Sponsor:

PLAN ADMIN DETAILS

PLAN CONTACT DETAILS

EDIT

Create Filing

Manage Roles

Account History

Payment Voucher

Submit Request

Check Status of Request

View Correspondence

Premium Filings

Show 10 entries Search:

Filing ID	PYC	Submit Date	Status			
489348	01/01/2022	10/13/2022	Submitted/Successfully Processed	FILING DETAILS	FILING RECEIPT	AMEND

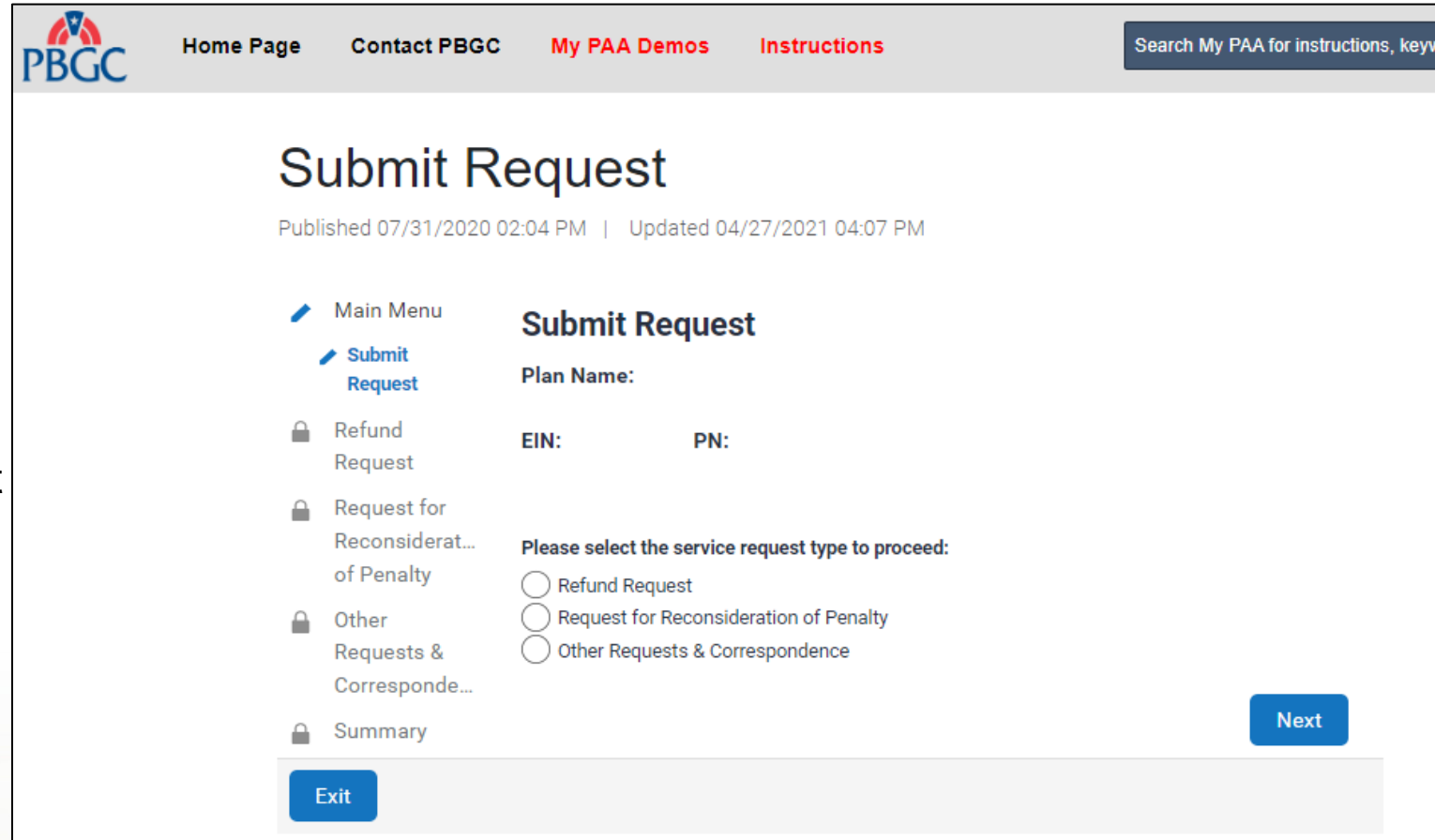
BACK TO PLAN

How to Submit a Request for Reconsideration (RFR)

Submit Request Page

Submit Service Request

- Select which type of service request you would like to submit:
 - Refund Request: If you have a credit/overpayment on a particular plan year and do not wish to use it as a credit towards premium amount due for the next plan year.
 - Request for Reconsideration of Penalty: If you have received a Statement of Account (SOA), and was charged penalty, you can contest the charges.
 - Other Requests & Correspondence: If you have received correspondence from the PBGC and would like further explanation or would simply like to respond.
- Once you have selected the appropriate request, click the “Next” button.



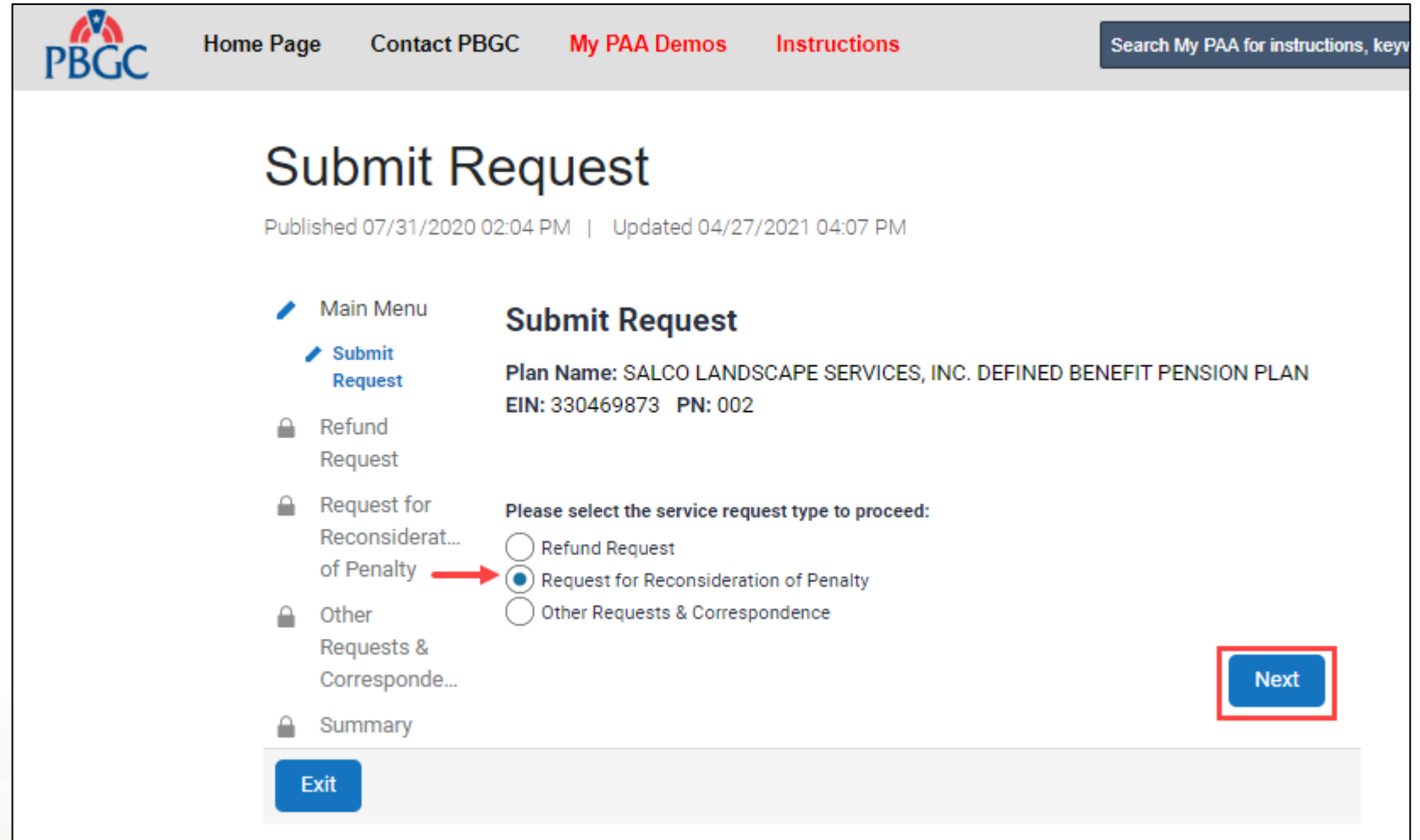
The screenshot shows the PBGC website's 'Submit Request' page. The top navigation bar includes links for 'Home Page', 'Contact PBGC', 'My PAA Demos', and 'Instructions', along with a search bar. The main heading is 'Submit Request', with publication and update dates. A left sidebar contains a 'Main Menu' with options: 'Submit Request' (active), 'Refund Request', 'Request for Reconsideration of Penalty', 'Other Requests & Correspondence', and 'Summary'. The main content area has a 'Plan Name' field, 'EIN' and 'PN' fields, and a section titled 'Please select the service request type to proceed:' with three radio button options: 'Refund Request', 'Request for Reconsideration of Penalty', and 'Other Requests & Correspondence'. A blue 'Next' button is at the bottom right, and an 'Exit' button is at the bottom left.

How to Submit a Request for Reconsideration (RFR)

Submit Request Page

Request for Reconsideration of Penalty (RFR)

- Select the “Request for Reconsideration of Penalty” radio button and click on the “Next” button.
- It is important to note that you will only be able to submit an RFR if there is penalty charged to a plan (i.e., reflected on the plan’s Account History), and you should only submit an RFR once a Statement of Account (SOA) has been received by the plan.



The screenshot shows the PBGC website's "Submit Request" page. At the top, there is a navigation bar with links for "Home Page", "Contact PBGC", "My PAA Demos", and "Instructions". A search bar on the right says "Search My PAA for instructions, keyv". The main heading is "Submit Request", with publication and update dates below it. On the left, a sidebar menu lists options: "Main Menu", "Submit Request" (highlighted with a blue pencil icon), "Refund Request", "Request for Reconsiderat... of Penalty" (with a red arrow pointing to it), "Other Requests & Correspondence...", and "Summary". The main content area shows the "Submit Request" title and plan details: "Plan Name: SALCO LANDSCAPE SERVICES, INC. DEFINED BENEFIT PENSION PLAN" and "EIN: 330469873 PN: 002". Below this, it asks to "Please select the service request type to proceed:" with three radio button options: "Refund Request", "Request for Reconsideration of Penalty" (which is selected), and "Other Requests & Correspondence". A blue "Next" button is highlighted with a red box on the right, and a blue "Exit" button is at the bottom left.

How to Submit a Request for Reconsideration (RFR)

Submit Request Page

Request for Reconsideration of Penalty (RFR)

- My PAA will automatically display one, or all plan years that have been charged penalty, and are eligible for a RFR submission.
- Once you select the appropriate plan year, by clicking the “Request Reconsideration” checkbox, enter the amount of penalty you wish the PBGC to waive.
- You may also include attachments, which are optional.
 - PDF, Microsoft Word and Excel files are accepted.
 - Each file may not exceed 10MB.
 - All files total may not exceed 50MB.
- You may also include comments, which are optional, with your Refund Request.
 - Characters for the comments may not exceed the 400 limit.

PBGC Home Page Contact PBGC My PAA Demos Instructions Search My PAA for instructions, keywords or topics test@pbgc...

Request for Reconsideration of Penalty

Plan Name: SALCO LANDSCAPE SERVICES, INC. DEFINED BENEFIT PENSION PLAN
EIN: 330469873 PN: 002

Please refer to the Initial Determination Letter (IDL) you received for more information about how to request reconsideration. If you do not have the IDL, please contact the Premium Customer Service Center. Details can be found by clicking on the instructions [here](#).

To request reconsideration of a late premium penalty charge, please click the checkbox associated with the plan year in question. You will then be prompted to enter the total penalty amount associated with your request.

PVC:	Request Reconsideration?
01/01/2020	<input type="checkbox"/>
01/01/2018	<input type="checkbox"/>
01/01/2019	<input type="checkbox"/>
01/01/2021	<input type="checkbox"/>

☐ The final determination letter for this request for reconsideration will be mailed to the Plan Administrator's representative, please check the box and provide the additional address where you would also like a copy of this determination letter to be mailed.

PVC:	Request Reconsideration?	Penalty Amount:
01/01/2020	<input type="checkbox"/>	
01/01/2018	<input checked="" type="checkbox"/>	\$50.00
01/01/2019	<input checked="" type="checkbox"/>	\$100.00
01/01/2021	<input type="checkbox"/>	

Attachments (optional):

Please select and upload the document(s) associated with your Request for Reconsideration of accrued penalty. Additional information related to Reconsideration can be found by clicking on the instructions [here](#).

Select and Attach File:

Add

Note: Any files selected must be a single PDF, Microsoft Word or Microsoft Excel file which can not exceed 10MB individually and all attachments 50MB in total.

Comments (optional):

400/400 characters remaining
Maximum number of characters is 400

Back Next

How to Submit a Request for Reconsideration (RFR)

Submit Request Page

Mailing Address for Determination Letter

- PBGC will mail a formal determination letter to the mailing address of the Plan Administrator on file.
- If the requestor would like a copy of the determination letter sent to another mailing address, My PAA (as of 01/08/2023) now provides a section in the request interview to do so.
- Please ensure all information is reviewed and validated before proceeding in the request interview by clicking the “Next” button.

of Penalty

Other
Requests &
Corresponde...

Summary

Premium Customer Service Center. Details can be found by clicking on the instructions [here](#).

To request reconsideration of a late premium penalty charge, please click the checkbox associated with the plan year in question. You will then be prompted to enter the total penalty amount associated with your request.

PYC:	Request Reconsideration?	Penalty Amount:
01/01/2020	<input type="checkbox"/>	
01/01/2018	<input checked="" type="checkbox"/>	\$50.00
01/01/2019	<input checked="" type="checkbox"/>	\$100.00
01/01/2021	<input type="checkbox"/>	

☒ The final determination letter for this request for reconsideration will be mailed to the Plan Administrator's address per the most recent Comprehensive Premium Filing. If you are not the Plan Administrator or the Plan Administrator's representative, please check the box to the left and provide the additional address where you would also like a copy of this determination letter to be mailed.

Attn To:

Country

Address 1:

Address 2:

City: State: Zip:

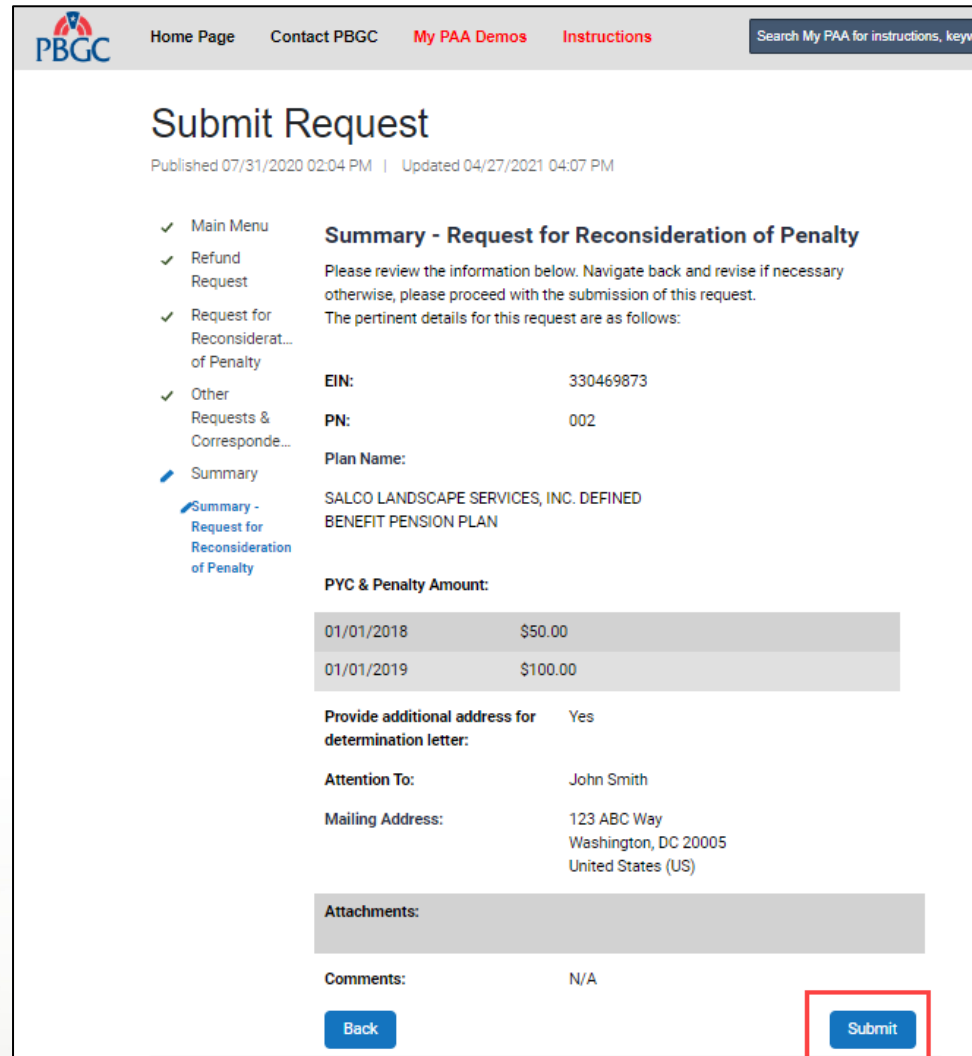
Attachments (optional):

How to Submit a Request for Reconsideration (RFR)

Submit Request Page

Summary - Request for Reconsideration of Penalty (RFR)

- Before submission, please review all the items on the Summary Page to confirm the information is valid.
- If any changes must be made, please click the “Back” button to return to the previous pages.
- If the information is correct, click the “Submit” button to send the request to PBGC.



The screenshot shows the PBGC website's "Submit Request" page. The header includes the PBGC logo and navigation links: Home Page, Contact PBGC, My PAA Demos, and Instructions. A search bar is also present. The main heading is "Submit Request", with publication and update dates. A left sidebar contains a menu with items: Main Menu, Refund Request, Request for Reconsideration of Penalty (highlighted), Other Requests & Correspondence, Summary, and Summary - Request for Reconsideration of Penalty (highlighted). The main content area is titled "Summary - Request for Reconsideration of Penalty" and includes instructions to review information and proceed with submission. It displays the following details:

- EIN:** 330469873
- PN:** 002
- Plan Name:** SALCO LANDSCAPE SERVICES, INC. DEFINED BENEFIT PENSION PLAN
- PYC & Penalty Amount:**

01/01/2018	\$50.00
01/01/2019	\$100.00
- Provide additional address for determination letter:** Yes
- Attention To:** John Smith
- Mailing Address:** 123 ABC Way, Washington, DC 20005, United States (US)
- Attachments:** (empty field)
- Comments:** N/A

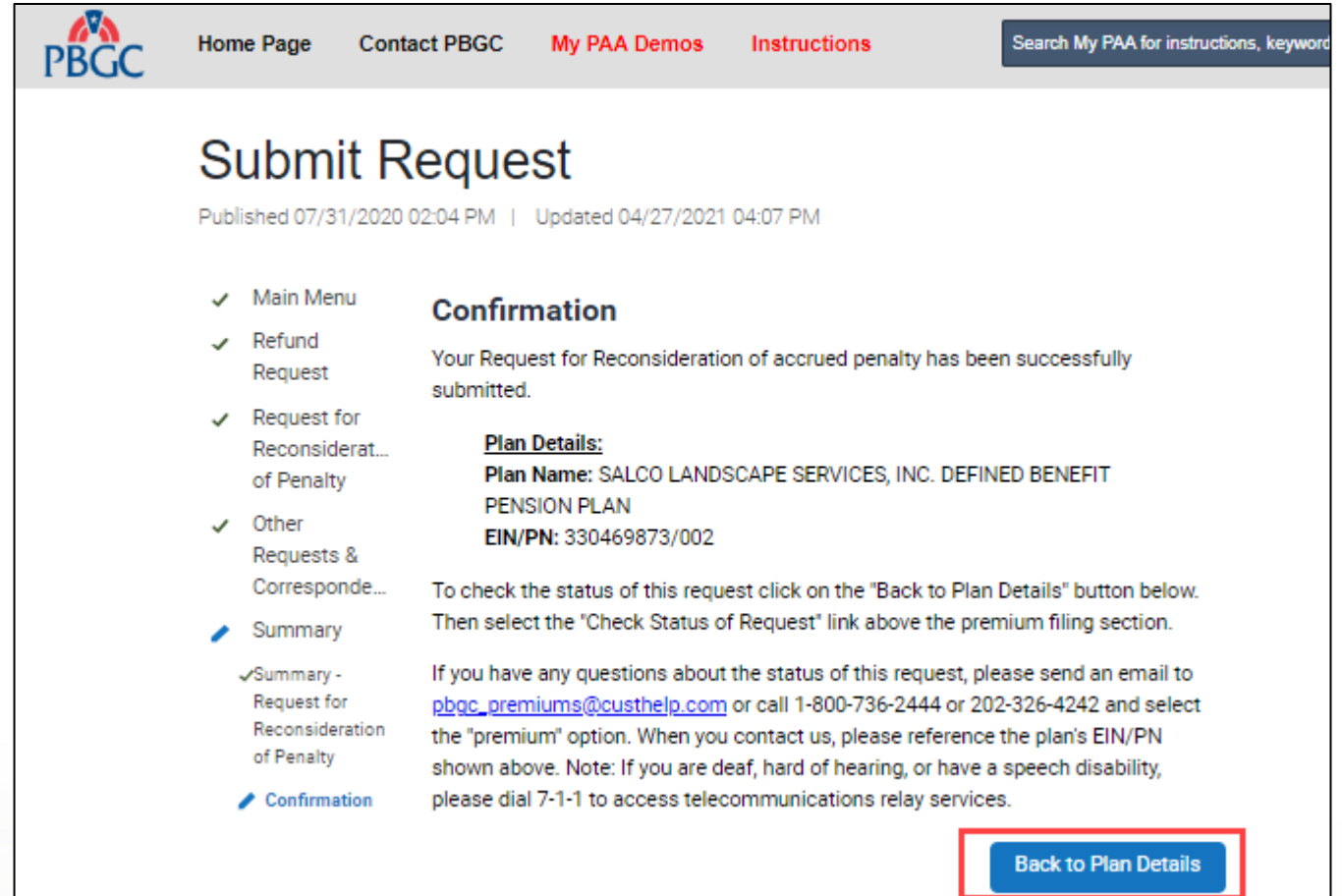
At the bottom, there are "Back" and "Submit" buttons. The "Submit" button is highlighted with a red rectangle.

How to Submit a Request for Reconsideration (RFR)

Submit Request Page

Confirmation

- Once the request has been successfully submitted, you will be able to track the request on the “Check Status of Request” Page from the Plan Details Page.
- If you have additional comments, you may also refer to your Account Activity History.
 - Please refer to our [How to View My PAA Account Activity History](#) Demo for more information.
- You may now continue with any further premium-related task for this plan by clicking on the “Back to Plan Details” button.



The screenshot shows the PBGC website's "Submit Request" confirmation page. The page has a header with the PBGC logo and navigation links: Home Page, Contact PBGC, My PAA Demos, and Instructions. A search bar is also present. The main heading is "Submit Request" with publication and update dates. A left sidebar contains a menu with items like Main Menu, Refund Request, Request for Reconsideration of Penalty, Other Requests & Correspondence, Summary, Summary - Request for Reconsideration of Penalty, and Confirmation (which is highlighted). The main content area displays a "Confirmation" message stating the request was successfully submitted. It includes "Plan Details" for SALCO LANDSCAPE SERVICES, INC. DEFINED BENEFIT PENSION PLAN with EIN/PN 330469873/002. Instructions on how to check the status and contact support are provided. A "Back to Plan Details" button is highlighted with a red box at the bottom right.

Submit Request
Published 07/31/2020 02:04 PM | Updated 04/27/2021 04:07 PM

Confirmation
Your Request for Reconsideration of accrued penalty has been successfully submitted.

Plan Details:
Plan Name: SALCO LANDSCAPE SERVICES, INC. DEFINED BENEFIT PENSION PLAN
EIN/PN: 330469873/002

To check the status of this request click on the "Back to Plan Details" button below. Then select the "Check Status of Request" link above the premium filing section.

If you have any questions about the status of this request, please send an email to pbgc_premiums@custhelp.com or call 1-800-736-2444 or 202-326-4242 and select the "premium" option. When you contact us, please reference the plan's EIN/PN shown above. Note: If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

[Back to Plan Details](#)