

# **PBGC FORM 10**

## **(Notice of Reportable Events)**

### **Intro Guide**



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BLAZE SSI PBGC Form 10  
Intro Guide

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# BLAZE SSI PBGC Form 10 Intro Guide

## Preface

### **System Requirements:**

The PBGC Form 10 system is accessed from the BLAZE SSI EFAST2 Filing Preparation System. See the EFAST2 Filing Preparation Intro Guide for system requirement information.

### **Installation:**

The PBGC Form 10 is accessed from the BLAZE SSI EFAST2 Filing Preparation System. There is no separate installation required for PBGC Form 10.

### **Proprietary Information and Copyright:**

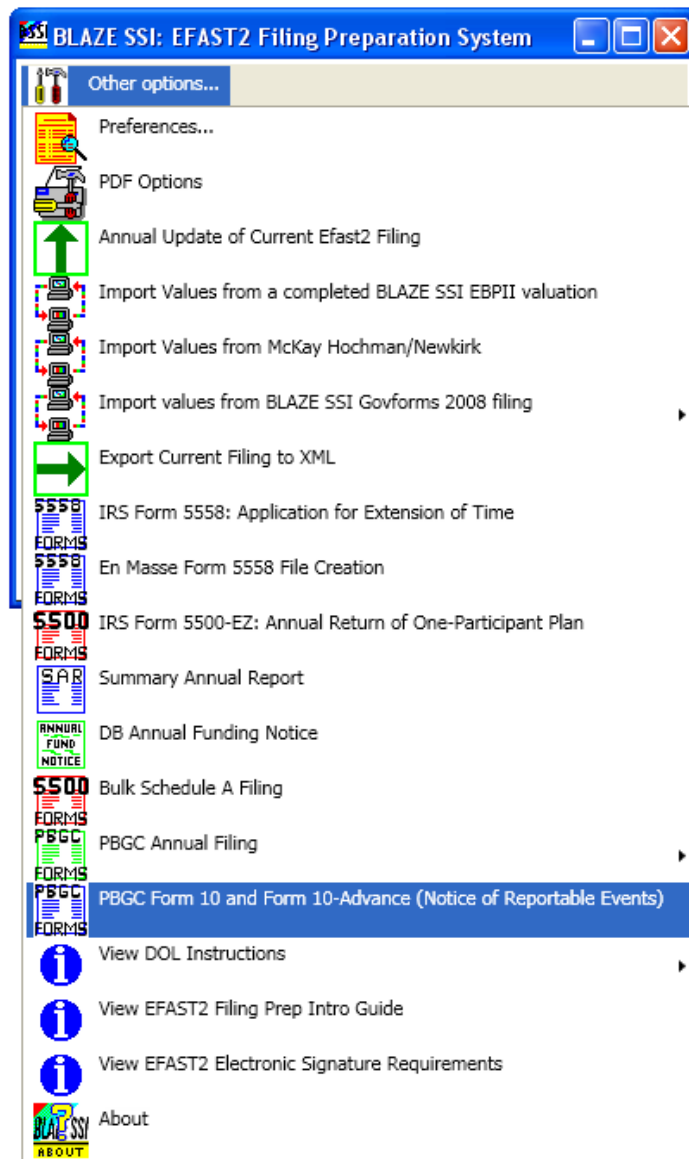
The BLAZE SSI EFAST2 Filing Preparation System is distributed under a License Agreement which specifies the number of simultaneous workstations of the product which may be employed by a licensed user of the system.

The system software, including the documentation contains proprietary and trade secret information and intellectual property of BLAZE SSI Corp. All Rights Reserved. Copyright 1980 (revised 2009) BLAZE SSI Corp.

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## 1. To access PBGC Form 10

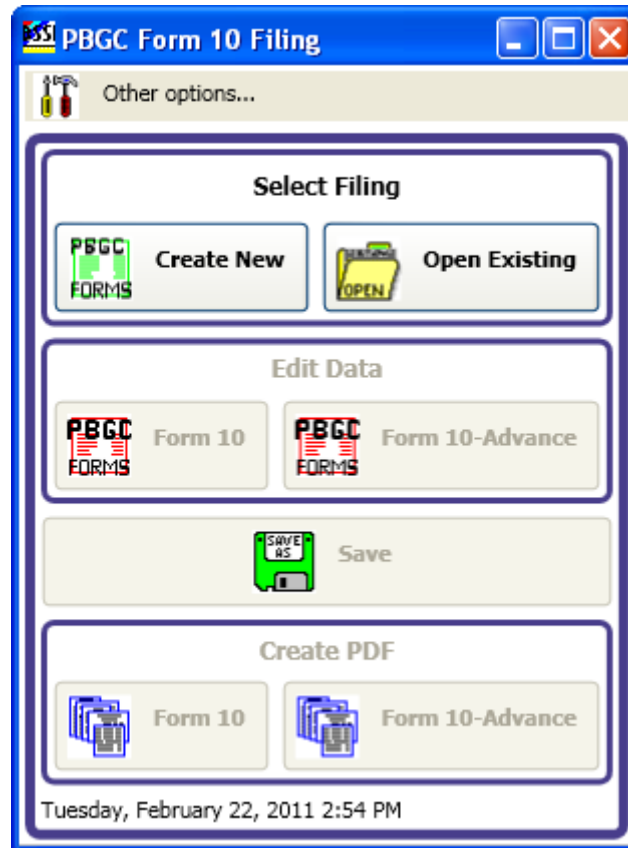
Sign on to the Efast2 Filing Prep system, select “Other options” and select “PBGC Form 10 and Form 10-Advance (Notice of Reportable Events).”



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## 2. PBGC Form 10 Main Form

When the PBGC Form 10 System is accessed from EFAST2 Filing Prep, a menu is presented which essentially has three active options.



The three active options include:

- “Other options...” which may be accessed to import from EFAST2 Filing Prep and view this Intro Guide;
- “Create New” which is used to create a new PBGC Form 10 filing; and
- “Open Existing” which is used to open an existing PBGC Form 10 filing.

The other menu items are ‘grayed-out’ and disabled, because their functionality requires filing information to be present.

The PBGC Form 10 filing information is saved separately from the EFAST2 Filing Prep system filing information.

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## 3. Create New PBGC Form 10

From the system menu, click the 'Create New' button. The remaining menu options will be enabled:



This option creates a filing for both the Form 10 and Form 10-Advance.

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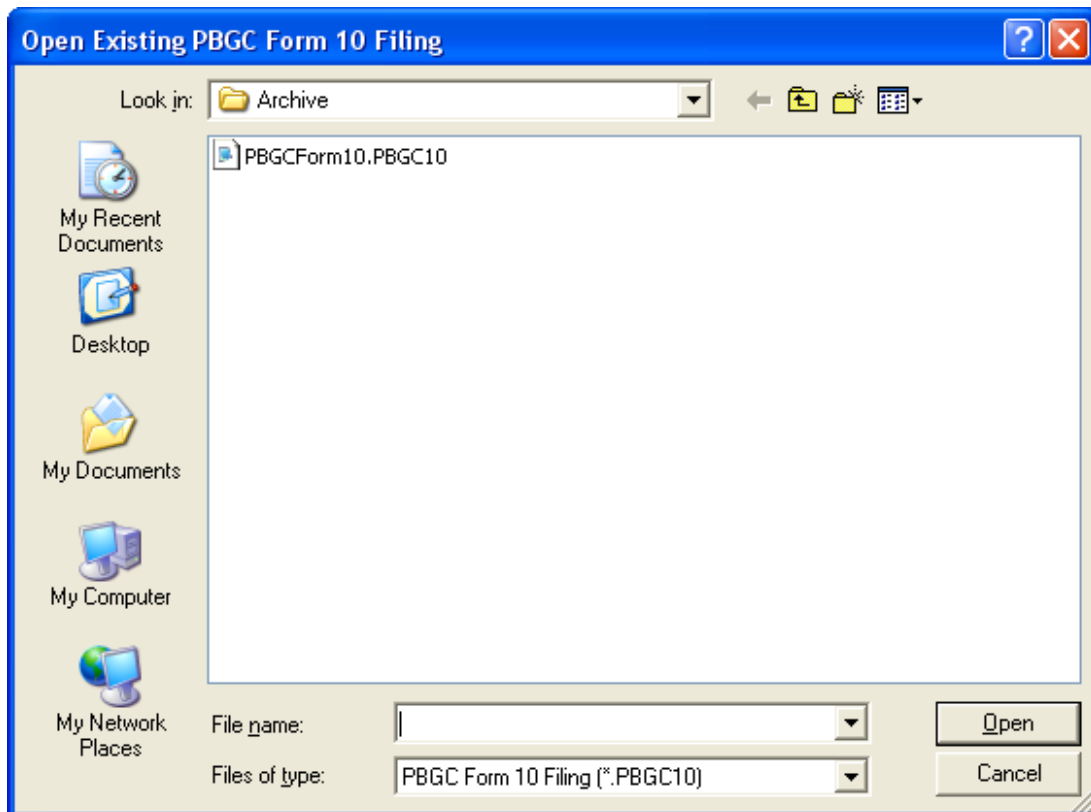
## 4. Open Existing (Previously-prepared) PBGC Form 10:

From the main form of the system, click the 'Open Existing' button.

Opening an existing PBGC Form 10 will replace the current information. If desired, save the current PBGC Form 10 before opening an existing filing.

Any user-specified location accessible to the user's workstation can be the source of an existing PBGC Form 10. It is suggested that a user designate a specific subdirectory in their computer domain to store in-process and completed PBGC Form 10 filings.

When selecting the 'Open' option, the following Windows 'File Open Dialog' will be presented:



The user may select any existing PBGC Form 10 filing to open and make it the current filing. The 'PBG Form 10 Filing (\*.PBGC10)' filter will display PBGC Form 10 filings created by the BLAZE SSI system, since all PBGC Form 10 filings are saved with the extension 'PBGC10'.

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## 5. Edit Data

This option supports the editing of the current Form 10 or Form 10-Advance data.

Remember to save the PBGC Form 10 filing after editing. If the filing is not saved, it will not be available if the system is exited, or if another PBGC Form 10 is created or opened.

View the government-provided instructions for the PBGC Form 10 or Form 10-Advance by pressing the 'F1' key during the editing of the form.

## 6. PBGC Form 10 and Form 10-Advance Field Validation:

Filing fields are validated to assist users in entering data. When an invalid entry is made, the system will describe the entry error:

The screenshot shows a web browser window titled "Edit PBGC Form 10 (Post Event Notice of Reportable Events)". The form is titled "PBGC Form 10 Post-Event Notice of Reportable Events" and is divided into two main sections: "Identifying Information" and "Reportable Events".

**Identifying Information**

Name of Filer: Salmon Enterprises  
Street Address of Filer:   
City, State, Zip:   
EIN of contributing sponsor: 9999999999  
Plan number: 001  
Filer is: PlanAdministrator  
Plan Name: Salmon Enterprises Retirement Plan  
Name / title of contact: Plan Contact  
Street Address of contact:   
City, State, Zip:   
Telephone number of contact: 9082231234

**Reportable Events**

Active participant reduction  
 Failure to make required contributions  
 Change in contributing sponsor or controlled group  
 Liquidation  
 Extraordinary dividend or stock redemption

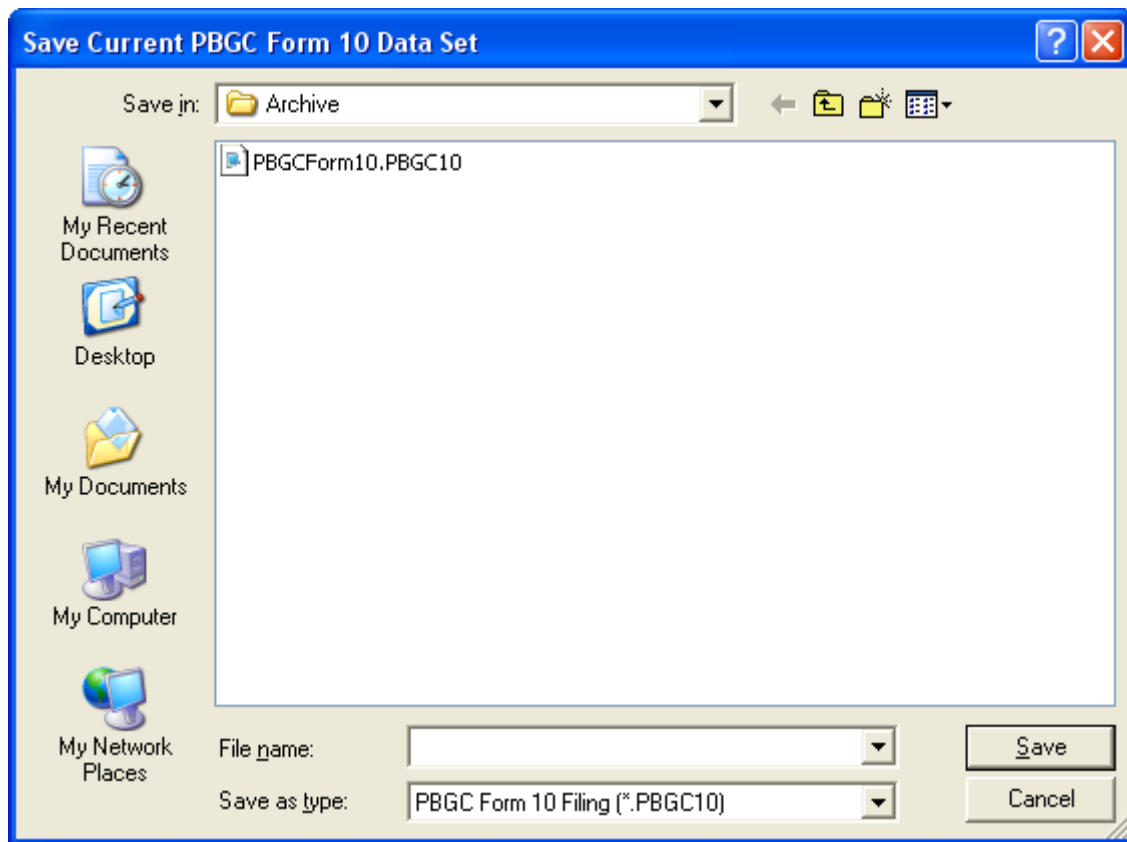
A red box highlights the "EIN of contributing sponsor" field, which contains the value "9999999999". Below the form, a red box highlights the error message: "Sponsor EIN: Field length exceeds 9: 9999999999".

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## 7. Save

Remember to save your PBGC Form 10 filing after editing. Since PBGC Form 10 is stored separately from the EFAST2 Filing Prep filing, you must save the current PBGC Form 10 data so that it may be accessed in the future.

After selecting the 'Save' option, the following Windows 'Save File As' dialog will be presented:



It is suggested that a user designate a specific subdirectory in their computer domain to store in-progress and completed PBGC Form 10.

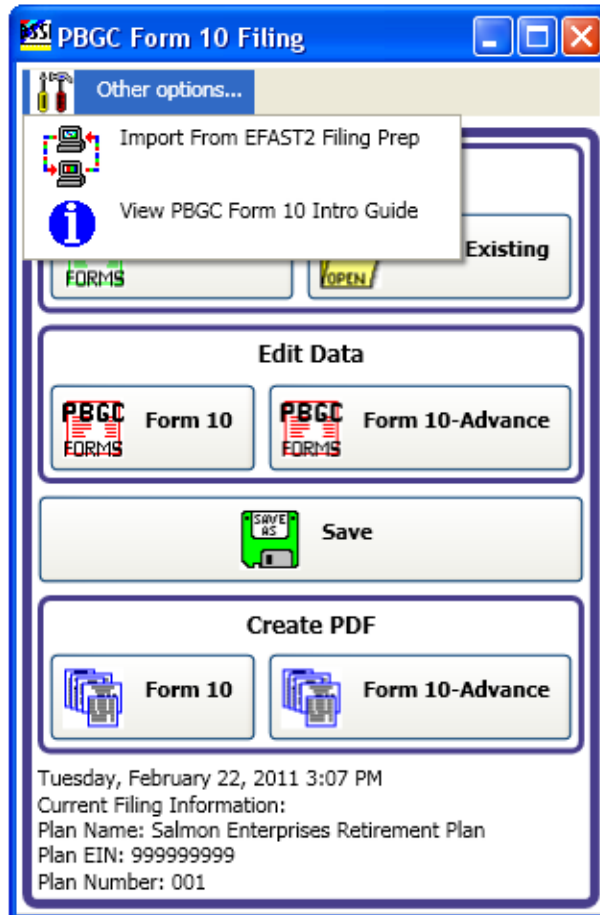
## 8. Create PDF

The 'Form 10' option will render the PBGC Form 10 to PDF. The 'Form 10-Advance' will render the PBGC Form 10-Advance to PDF.

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## 9. Other Options

From the main form of the system, click the 'Other Options...' menu:



### 9. a. Import From EFAST2 Filing Prep

This option will import information that was saved in the BLAZE SSI EFAST2 Filing Prep system. The user selects a filing (with extension .F5500) that contains the Form 5500 filing information. This information is used to update certain PBGC Form 10 data.

### 9. b. View PBGC Form 10 Intro Guide

This function displays the Introductory Guide for PBGC Form 10 in the user's browser.