



## **Janice L. Hamilton**

Paralegal

Office: Indianapolis

jhamilton@kdlegal.com

p: 317-808-5829

f: 317-636-1507

Janice Hamilton is responsible for drafting plan documents for ESOPs, KSOPs, 401(k) plans and profit sharing plans. She assists clients with compliance and corrections under the IRS's Employee Plans Compliance Resolution System ("EPCRS") and the Department of Labor's Voluntary Fiduciary Correction Program ("VFCP"). Additionally, Ms. Hamilton assists the attorneys in the Employee Stock Ownership Practice Group with a multitude of ESOP transactions.

Prior to joining Krieg DeVault, Ms. Hamilton had over ten years of consulting, compliance and administration experience with qualified plans. Her experience and extensive knowledge of the operational side of retirement plans enables her to understand and assist with administrative challenges faced by Krieg DeVault's clients.

### **Education**

- B.A. in English, Indiana University, Bloomington, Indiana

### **Practices**

- Employee Benefits and Executive Compensation
- Employee Stock Ownership Plans

### **Industries**

- Employee Stock Ownership Plans

### **Representative Experience**

- Assists clients with IRS determination letter applications and plan termination filings
- Assists clients with IRS audits
- Correction of operational, plan document, and non-amender failures under IRS' EPCRS program
- Prepares annual Form 5500 filings for defined contribution and welfare benefit plan sponsors and assists plan sponsors in the correction of missed or incomplete filings, including preparing documents for Department of Labor's Delinquent Filer Voluntary Compliance Program ("DFVCP").
- Performs annual health and welfare nondiscrimination testing for cafeteria and health plans
- Performs annual coverage testing for controlled group of businesses, including QSLOBs
- Correction of operational, plan document, and non-amender failures under the IRS' EPCRS program