



ftwilliam.com Software: Distribution Tracking

New! ftwilliam.com's **Distribution Tracking Software (DTS)**, was built by retirement service providers for retirement service providers, to automate all tasks associated with preparing and tracking distributions.

Save Time, Reduce Your Risk and Operating Costs, and Increase Your Efficiency

Our built-in accountability tools streamline communication, and data collection, making distribution preparation and tracking faster and more efficient. Real-time updates keep you and your client's informed, so you know exactly where each distribution is, and can avoid costly VCP filings.

Integration with other ftwilliam.com modules:

- **Compliance** – Pull in existing participant data and push any new participants added in DTS to compliance
- **1099** – Push data from DTS into 1099 software for easy Form 1099 preparation
- **Documents** – Pull in plan document specifications for easy reference in DTS

Portal Data Collection – Fully optimized for mobile devices, you can collect everything you need to process a distribution via the distribution portal.

Quick View – Everything you need to know about a distribution can be seen at-a-glance in the distribution summary, including custom activity, all files received via the portal, and notes.

Document Exchange – Send any document via the portal for download and receive signed/completed forms and documents from plan sponsors and participants.

Template Manager – Use our templates, create your own, and even download onto your company letterhead. Instantly create custom custodial directives, spousal consents, and more.

Batch Features – *Batch Import Distributions* for force outs, plan termination, and conversion. Plus, batch print and attach custom documents to your distribution records.

Participant Plan Level Dashboard View

Multi-Column Search Tool – Sorting and filtering through distribution data by plan is easier than ever. Get the data you're looking for quickly and easily.

Global and Plan Level Dashboard Views – See all distribution types, statuses, assigned administrators and more for all plans at-a-glance

First Name	Last Name	SSN	Plan Name	Involuntary	Distribution Type	Status	Alert	Last Update	Started	Owner
Jordan	Wright	9876	DTS Sample 401(k) Plan		Unspecified	Needs Participant Input		08/10/2018	08/10/2018	Holly (HollyRG)
Mike	Ceolla	7894	DTS Sample 401(k) Plan		Unspecified	Needs Participant Input		08/10/2018	08/10/2018	Holly (HollyRG)
Skip	Sponsor	1234	DTS Sample 401(k) Plan		Cash Out	Needs TPA Input		08/08/2018	08/07/2018	Holly (HollyRG)
					IRA	Needs Participant Input		08/07/2018	08/07/2018	Holly (HollyRG)
						Not Started		08/07/2018	08/07/2018	Holly (HollyRG)
						Needs Participant Input		07/18/2018		

Automated Statuses – No more manual tracking of distributions! Our software automatically updates the status of a distribution when changes are made and instantly updates each party. You can also customize your own statuses and manually override a status when needed.

Custom Alerts – With this built-in accountability tool, you can set the logic for any custom alerts and notifications for your distribution process.

Participant Portal with Tracking View (fully optimized for mobile devices):

Both the Plan Sponsor and participant can view this portal to easily and swiftly identify where exactly their distribution is every step of the process, increasing transparency and reducing the amount of calls and emails requesting status updates.

Highlights and calls out the current status of the distribution

Distributions

Needs Sponsor Input
Unspecified
Last Updated: 2018-08-10 10:03:40

Track Activity

Initiated | Data Collection In Process | TPA Verification | Data Collection Complete | Complete

Tracking Details

08/10/2018 10:10:37	Participant verified.
08/10/2018 10:10:16	Distribution Updated
08/10/2018 10:09:26	Distribution Updated
08/10/2018 10:09:23	Distribution Created

At-a-glance Progress Bar shows real-time status

Tracking Details – logs all distribution activity with date, time stamp, and description