



## MEMORANDUM

**To:** All 401(k) Participating Employers  
**From:** The IAM National 401(K) Fund Board of Trustees  
**Date:** July 28, 2025  
**Subject:** Mandate for Electronic Remittance of 401(k) Contributions

Dear Participating Employer,

This memo serves to inform you of an important update regarding the remittance of 401(k) contributions to the Fund.

**On July 24, 2025, the Board of Trustees mandated that all employers must remit 401(k) contributions electronically** via one of the following methods:

- **ACH (Automated Clearing House)**
- **Employer Self-Service (ESS) Portal**

**Effective October 1, 2025**, paper checks will **no longer** be accepted for 401(k) contribution payments. This policy is being implemented to improve efficiency, accuracy, and security of payment processing.

To support this transition and discourage continued use of outdated payment methods, **a \$25 administrative fee will be applied to any contribution submitted by check on or after October 1, 2025.**

### **What You Need to Do:**

#### **1. ACH Users:**

- If you already submit payments via ACH, no further action is required.
- If not, please coordinate with your financial institution to initiate ACH transfers in the future. See the attached document containing the Fund's banking information.

#### **2. ESS Portal Users:**

- If you have not yet registered for the ESS Portal, please do so immediately by visiting [Contribution Reporting | IAM 401K](#), or email the Fund at [401k@iamnpf.org](mailto:401k@iamnpf.org) for assistance.
- The portal allows you to remit contributions, submit remittance reports, and manage account information securely and conveniently.

Failure to comply with this mandate may result in delays in processing contributions and could subject your organization to additional fees or enforcement actions as determined by the Trustees.

We appreciate your cooperation in complying with this important directive. If you have any questions or require assistance setting up electronic remittances, please contact the Fund via [401k@iamnpf.org](mailto:401k@iamnpf.org).

Sincerely,

The IAM National 401(K) Fund Board of Trustees

**Truist Banking Information:**

Name on Account: **IAM National 401K Fund**

**Wire Instructions for Domestic and International**

United States

ABA Number: 053101121

Type: Checking

DDA Number: 1000132960781

Swift Code: BRBTUS33

**ACH Instructions**

United States

ABA Number: 055002707

Type: Checking

DDA Number: 1000132960781