

WEB Client SECURE 2.0

Provision 603 Tutorial

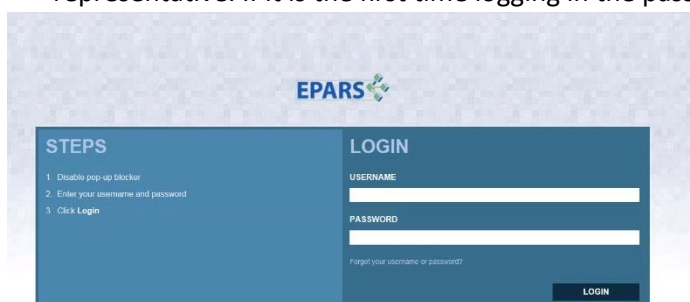
The following tutorial is designed to demonstrate the Web Client functionality to identify participants who are subject to Provision 603 of SECURE 2.0. The IRS requires all age-based catch-up contributions be made on a Roth (post-tax) basis for employees whose prior year Social Security wages were \$150,000 and above. An indicator has been added to the EPARS system which gives employers the ability to identify the participants subject to the provision to ensure our firm can properly track contribution limits. The indicator is accessible when you process a current payroll.

Let's Get Started!

1. Open your browser and enter www.eparssystem.com into the URL field. Click on the green Launch EPARS Box to the right.



2. Log in by entering your username and password. Login information should be provided by an EPARS representative. If it is the first time logging in the password is the same as your username.



3. EPARS should default to the payroll run management screen. If not you can access by clicking on the employers tab on the left and clicking on Payroll Run Management



Click on the green New Payroll Process button to the right



Select your payroll name and enter payroll date. Click ok

Please select a payroll from the list and the desired date for the new payroll. Then click 'OK' to create a new payroll run, or else click 'Cancel'.

New Payroll: <<SELECT>> 

Payroll Date: 

OK Cancel

- Review Payroll Date and Remittance Total. If date is incorrect press the red reset button to clear file and start new file with correct date.

You are now ready to access your roster and identify the participants subject to the provision.

Editing participants in the roster

- To edit a participant record, click on the first letter of the participant's last name or click on the red ALL button to locate participant.



- Click on the edit pencil to the left of the SSN.

	SSN	Last Name	First Name	MI	Suffix		File Total			Delete
		Carroll	Bob				\$230.00			
		Day	Jane				\$200.00			

- Check the box next to Secure 2.0 Eligible?

ADMINISTRATION MODULE

CHANGE PASSWORD

LOG OUT

Employer Payroll Run Management

Payroll Date: 12/12/2025

Remittance total: \$6,480.00

Deposit total: \$270.00

Identification

Employee ID

* SSN

* Last Name

* First Name

Middle Name

Suffix Name

DOB

Address 1

Address 2

City

State

Zipcode

Phone

Pay Periods Per Year

Annual Salary

TIMS Annual Salary

TIMS Termination Date

Secure 2.0 Eligible?

- Once all participants subject to the provision have been identified you can complete the submission of your payroll.