

Accessing the Form 5558 Filing Status Report

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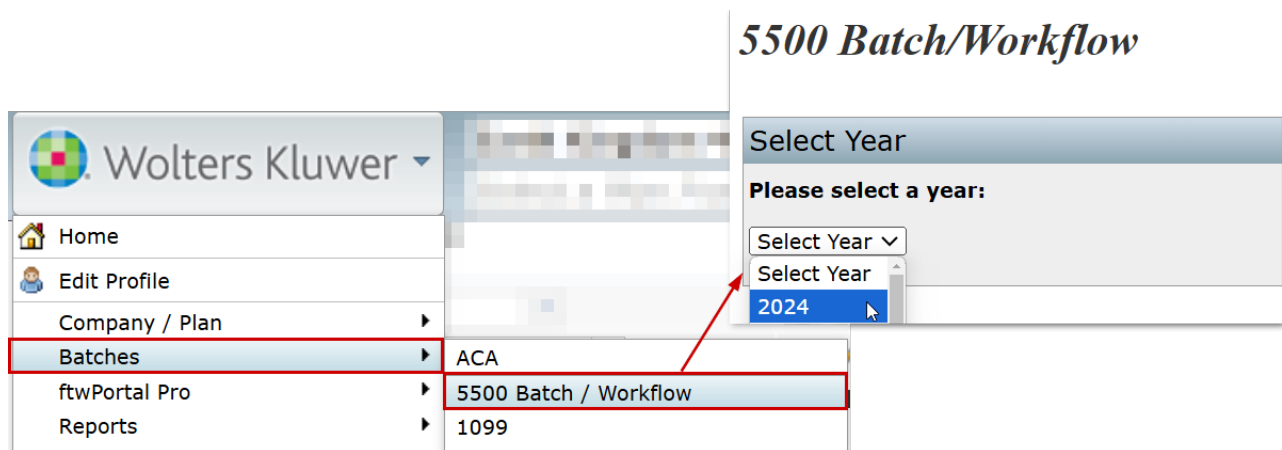
Starting with filing year 2024, the **5558 Report** is now available in the **5500 Batch/Workflow** menu. This report provides a comprehensive overview to help users track and manage Form 5558 submissions effectively. Selecting the **5558 Report** link will automatically download a .csv file.

There are two ways to access the 5558 Report:

Option 1: From the Main Menu Wolters Kluwer Logo> Batches>5500 Batch Workflow

- Go to **Wolters Kluwer Logo > Batches > 5500 Batch Workflow**
- Select the filing year (2024 or later)
- Click the **5558 Report** Link to download the .csv file.

Note: The 5558 Report is only available for filing years 2024 and beyond, as e-filing was not available before 2024.



5500 Batch/Workflow

Options




- [Review/Assign Detail Status/Extensions](#)
- [5500 Workflow Grid](#)
- [Admin Summary Status](#)
- [Batch Local Sign](#)
- [Edit Check All 8955's \(Export CSV\)](#)
- [8955-SSA Batch/Fulfillment](#)
- [Batch 5558](#)
- [Batch Lock 5500](#)
- [5558 Report](#)

Option 2: From a plans 5500 Module

- Navigate to **5500 Module**>**5500 Menu**>**Batch/Workflow**
- Click the **5558 Report** Link to download the .csv file.

Note: The 5558 Report is only available for filing years 2024 and beyond, as e-filing was not available before 2024.

5500 Menu

- [SAR/AFN Print Settings](#) 
- [Batch/WorkFlow](#)
- [Upload and Download Center](#)
- [Attachment Templates](#)
- [View 5500 FAQs](#)
- [55AutoFill](#)
- [Bring forward 2023 data to 2024 for **this plan only**](#)
- [Bring forward 2023 portal users to 2024 for **this plan only**](#) 
- [Clone 2024 Return/Report within 2024 for **this plan only**](#) 

5500 Batch/Workflow

Options

[Bring forward 2023 data to 2024 for **all plans**](#)
[Bring forward 2023 portal users to 2024 for **all plans**](#)
[Review/Assign Detail Status/Extensions](#)
[5500 Workflow Grid](#)
[Batch Invite 5500/SF](#)
[Admin Summary Status](#)
[Batch SAR](#)
[Batch Annual Funding Notice](#)
[Batch Local Sign](#)
[Edit Check All 8955's \(Export CSV\)](#)
[8955-SSA Batch/Fulfillment](#)
[Batch 5558](#)
[Batch Lock 5500](#)
[5558 Report](#)

5558 Report Contents

Selecting the **5558 Report** will download a .csv file that contains the following details for active Form 5558s for the filing year.

- **ftwID/ ftwPlanID**
 - These are [ftwilliam.com](#) assigned fields
- **Customer ID/ Customer Plan ID**
 - User defined fields as entered on the Edit Company/Edit Plan screen
- **Admin**
 - Administrator assigned to the plan, as listed on the Edit Plan screen. If this column is blank and Administrator has not been assigned.
- **Company Name**
- **Plan Name**
- **EIN**
- **Plan Number**
- **Plan Year End**
- **Extension Date**
 - The 15th day of the 3rd month after the return/report's normal due date. (10/15 for calendar year end plans.)
- **Edit Check Status**
 - **???**- indicates the Edit checks have not been run
 - **OK**- the Edit checks are clear and the form is in good order
 - **Not-OK**- there are errors that will prevent the form from being filed.

- **Filing Status**
 - *Blank entry*- indicates the form has not been e-filed
 - **Submitted**-the form has been e-filed and has received and Acknowledgement ID
 - **Date Submitted**
 - Date the form was e-filed.
 - **AckID**
 - 30 character Acknowledgement ID of receipt provided by EFAST2 as confirmation of filing.
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