

# Accessing Batch 5558

07/08/2025 8:30 am CDT

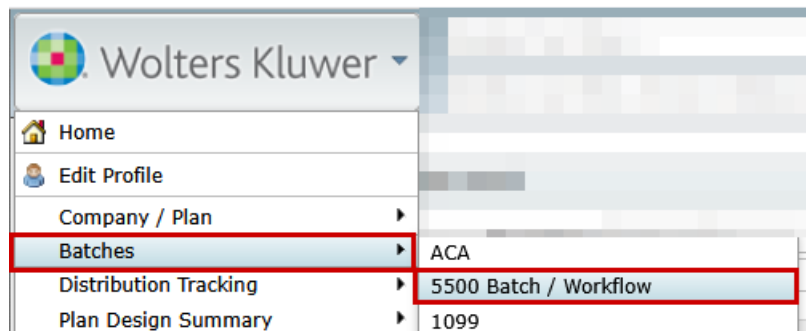
Batching Form 5558 enables efficient processing by grouping selected plans into a single batch. This approach streamlines submission and printing, saving time and ensuring consistency across multiple filings.

## Accessing the 5558 Batch Feature:

There are two paths to accessing the Batch 5558 feature:

### Option 1:

On the **Home** screen, choose the **Wolters Kluwer**Logo> **Batches**> **5500 Batch/Workflow**.



Select the desired **Plan Year** and click **Batch 5558**.


## *5500 Batch/Workflow*



### Option 2:

Select a **Company/Plan** and open the **5500 Module**.

From the 5500 Menu, select **Batch/Workflow** and click **Batch 5558**.

Wolters Kluwer

A. Demo 401(k) Plan (ID: a.demo plan) (Plan Number: 117)GoAllison Bailey

Select a Plan From History...

[Home](#) > [Edit Company](#) > [Edit Plan](#) > [5500](#) > [2024](#)[Help](#)

Company: A. Demo CorpID: a.demo

Plan: A. Demo 401(k) PlanID: a.demo plan

Checklist: **Non-Standardized 401(k) (Adoption Agreement Format) - POST**

Details: EIN: 86-7530932 • PN: 117 • PYE: 12-31

Edit Status: Unlocked Lock

Signed Status: Not Signed

Acceptance Status: Not Submitted

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](#)

Portal Menu

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## 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](#)