



## Welcome to the Southern California Pipe Trades Trust Funds

Southern California Pipe Trades Health & Welfare Fund  
Southern California Pipe Trades Pensioners and Surviving Spouse Health Fund  
Southern California Pipe Trades Retirement Fund  
Southern California Pipe Trades Defined Contribution Fund  
Southern California Pipe Trades Vacation & Holiday Fund  
Southern California Pipe Trades Christmas Bonus Fund  
Plumbers & Pipefitters National Pension Fund  
International Training Fund

We are pleased to welcome you to the Southern California Pipe Trades Trust Funds. By signing a Collective Bargaining Agreement with District Council #16 of the United Association, you have agreed to provide benefits for a group of your employees. Those benefits are provided by making contributions to seven employee benefit trust funds and to certain other entities. Our responsibility at the Southern California Pipe Trades Administrative Corporation, among other duties, is to collect and account for those contributions. This packet contains all of the necessary information to help guide you through the reporting process.

Enclosed in this packet are:

- A Guide for Employers
- Automatic Enrollment – Employer Packet
- Contribution Payment Methods
- Important Notice regarding 401(k) deferrals
- Joint Collection Policies and Procedures
- Refund Policy
- Memorandum regarding Free Look
- Employer Contribution Report Forms

Additional forms found online at [www.scptac.org](http://www.scptac.org):

- Corporate Officer/Sole Proprietor Election Form
- Employer Change of Address Form
- Exempt Owner Form and Information
- Inactive Status Request Form
- List of Corporate Officers, Sole Proprietors, Partners & Other Owner-Managers



## **Contact Information**

### **Mail**

Southern California Pipe Trades Administrative Corporation  
Employer Services Department  
501 Shatto Place, 5<sup>th</sup> Floor  
Los Angeles, CA 90020

### **Fax**

(213) 385-2767

### **Phone**

Toll Free: (800) 595-7473

### **Website**

[www.scptac.org](http://www.scptac.org)

### **Emails**

[employerinfo@scptac.org](mailto:employerinfo@scptac.org)