



FSA Enrollment Form

PLEASE PRINT CLEARLY TO ENSURE ACCURATE ENROLLMENT AND FUTURE COMMUNICATION.

Employer Name: _____

Participant Name: _____ Social Security #: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Birthdate: _____

E-mail Address: _____ (Notification of direct deposit payments are only sent via e-mail)

Pay Period: Weekly Semi-Monthly (twice a month) Bi-Weekly (every other week) Monthly

PREMIUM CONTRIBUTIONS

- I elect to participate (check all that apply)
- Health Insurance Group Life Insurance Disability Insurance Dental Insurance
- HSA Contributions Vision Insurance Other(s) _____
The amount of salary reduction needed to pay premiums under the insured portions of the Plan will be determined by my employer.
- I elect NOT to participate

EMPLOYER USE

Please complete for mid-year enrollments

Date of first deduction: _____

Eligibility date: _____

MEDICAL REIMBURSEMENT ACCOUNT

- I elect to participate \$ _____ annually (may not exceed employer limit of \$ _____)
Annual election will be divided by the number of pay periods in the plan year or the remaining number of pays for mid-year enrollments
- This Medical Reimbursement Account is a Limited Purpose Account for HSA eligibility (see page 2)
- I elect NOT to participate

DEPENDENT CARE ACCOUNT

- I elect to participate \$ _____ annually (may not exceed \$5000 or \$2500 if married filing separately)
Annual election will be divided by the number of pay periods in the plan year or the remaining number of pays for mid-year enrollments
- I elect NOT to participate

DIRECT DEPOSIT (NOT ALL EMPLOYERS ALLOW DIRECT DEPOSIT AS A REIMBURSEMENT OPTION)

- I elect NOT to participate
- Use account information on file Use account information below No Direct Deposit
- Checking account OR Savings account

Financial Institution: _____

Routing Number: _____ Account Number: _____

I request that my periodic paychecks for the plan year be reduced on a pro rata pre-tax basis by the sum of my medical reimbursement, dependent care and premium contributions to the plan, with such amount to be allocated among the benefits I selected above. I understand this election form cannot be revoked or changed during the plan year unless there is a qualified change in status as defined in the Summary Plan Description (SPD). I certify that I will only claim reimbursement for eligible expenses for myself and/or qualified dependents as defined in the SPD. I further certify that these expenses will not be reimbursed under any other benefit plan. I understand any unused dollars remaining in my account(s) at the end of the plan year may be forfeited. I have examined this agreement and to the best of my knowledge, it is true, correct and complete.

Employee Signature _____ Date _____

TEAR ALONG THIS LINE