



LOGO PLACEMENT

2024-25 BENEFITS



IT'S TIME FOR OPEN ENROLLMENT

NOVEMBER XX – XX



This is your once-a-year opportunity to make changes to your benefits, without a Qualifying Event. During Open Enrollment, you can:

- ✓ Add, cancel, or change your coverage
- ✓ Add or remove eligible family members
- ✓ Enroll or re-enroll in the Health Care and/or Dependent Care Flexible Spending Accounts (FSAs)

Open Enrollment is **MANDATORY** this year, even if you are not making any changes. **All employees are required to enroll by the deadline to have any benefits next plan year.**

Your current elections will NOT roll over. To learn more and make your benefit elections, log in to: www.BenefitsWebsite.com

WHAT YOU NEED TO DO:

- STEP 1:
- STEP 2:
- STEP 3:

DON'T FORGET!
The deadline to enroll is November XX.

WHAT'S NEW / WHAT'S CHANGING:

- .
- .
- .

OPEN ENROLLMENT MEETINGS

Please make every effort to attend an on-site Open Enrollment meeting to understand what action you must take, as well as changes we're making to our benefits program for the next plan year.

Date	Time	Location
MM/DD	XX:XX a.m./p.m. - XX:XX a.m./p.m.	Site A
MM/DD	XX:XX a.m./p.m. - XX:XX a.m./p.m.	Site B
MM/DD	XX:XX a.m./p.m. - XX:XX a.m./p.m.	Site C